



Emergency Operations Plan



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Letter of Approval

If any section, provision or clause of this plan shall be held invalid, the invalidity shall not affect any other provision of this plan.

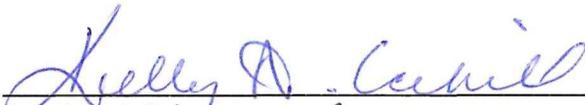
All regulations and /or parts of regulations, or ordinances conflicting with any of the provisions of this plan shall hereby be repealed.

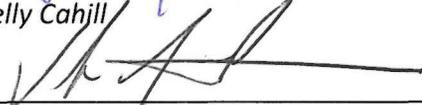
This Emergency Operations Plan shall be in full force and effect from the date of its approval.

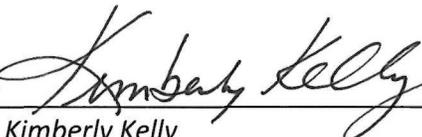
Approved this 18th day of April, 2024

By: 

President Greg Rusteberg for the Village of Deer Park

Village Attorney: 
Kelly Cahill

EOP Coordinator: 
Victor Erickson

Attest:
Village Clerk 
Kimberly Kelly



VILLAGE/TOWN SEAL

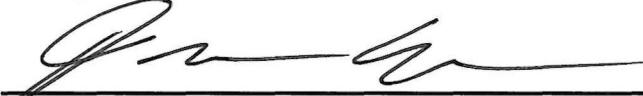
Lake County Emergency Operation Plan Certification

The attached Emergency Operation Plan meets the requirements of the Lake County Emergency Management Agency, and is in conformance with Title 29, Chapter 1, Part 301 of the Illinois Administrative Rules, regulating local emergency plans.

This plan is hereby approved this 18th day of April, 2024.



President
Village of Deer Park



Manager
Lake County Emergency Management Agency

This plan is hereby approved this 2nd day of April, 2024.



April 2, 2024

Victor Erickson
23680 West Cuba Road
Deer Park, IL
60010-2490

Dear Victor Erickson,

Thank you for submitting the Village of Deer Park's Emergency Operation Plan. I am pleased to inform you that the plan has been reviewed and is found to meet all requirements and provisions required by Illinois 29 ILCS Part 301 Political Subdivision Emergency Services and Disaster Agencies, Subpart B: Emergency Operations Plan Requirements. The plan is approved on the 2nd day of April 2024.

This plan is subject to a biennial update and approval by April 2nd, 2026. Please notify Lake County Emergency Management if you make any substantive changes to this plan prior to the official update. Feel free to contact the main office at 847-377-7100 or lcema@lakecountyil.gov if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Daniel Eder", written over a white background.

Daniel Eder
Manager
Lake County Emergency Management Agency

LAKE COUNTY EMERGENCY MANAGEMENT AGENCY, 1303 N. MILWAUKEE AVE,
LIBERTYVILLE, ILLINOIS, 60048
847-377-7100
LCEMA@LAKECOUNTYIL.GOV

CERTIFICATION OF ACCEPTANCE

We, the undersigned, have participated in the development of our respective sections of the Emergency Operation Plan (EOP). We accept on behalf of our respective departments or government agency the duties and responsibilities and acknowledge the relationships here established. We further agree to provide all resources in both manpower and material to perform the assigned task.

Long Grove Fire Chief _____ DATE: _____

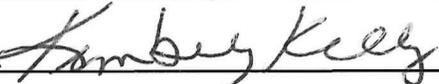
Lake Zurich Fire Chief _____ DATE: _____

Lake County Sheriff _____ DATE: _____

EOP Coordinator  _____ DATE: 4/18/24

Ela Township Supervisor _____ DATE: _____

Village Administrator  _____ DATE: 4/18/24

Village Clerk  _____ DATE: 4/18/24

American Red Cross _____ DATE: _____

South Lake County Regional CERT _____ DATE: _____

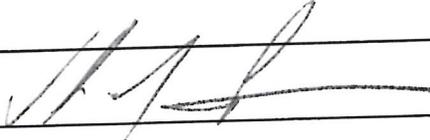
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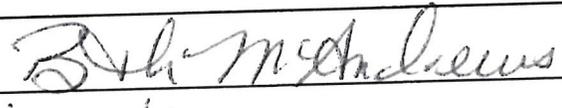
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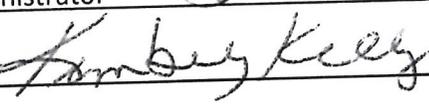
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Lake County Sheriff _____ DATE: _____

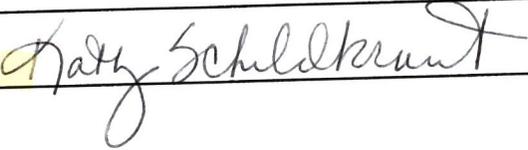
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Ela Township Supervisor _____ DATE: _____

Village Administrator  _____ DATE: 4/18/24

Village Clerk  _____ DATE: 4/18/24

American Red Cross _____ DATE: _____

South Lake County Regional CERT  _____ DATE: 4/13/24

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<u>Long Grove Fire Chief</u>	_____	DATE: _____
<u>Lake Zurich Fire Chief</u>	<u>David A. Fitzgerald</u>	DATE: <u>10/28/2024</u>
<u>Lake County Sheriff</u>	_____	DATE: _____
<u>EOP Coordinator</u>	<u>[Signature]</u>	DATE: <u>4/18/24</u>
<u>Ela Township Supervisor</u>	_____	DATE: _____
<u>Village Administrator</u>	<u>Beth McAndrews</u>	DATE: <u>4/18/24</u>
<u>Village Clerk</u>	<u>Kimberly Key</u>	DATE: <u>4/18/24</u>
<u>American Red Cross</u>	_____	DATE: _____
<u>South Lake County Regional CERT</u>	_____	DATE: _____

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Long Grove Fire Chief

Paul Seayla

DATE: 10/7/2024

Lake Zurich Fire Chief

DATE: _____

Lake County Sheriff

DATE: _____

EOP Coordinator

[Signature]

DATE: 4/18/24

Ela Township Supervisor

DATE: _____

Village Administrator

Beth McAndrews

DATE: 4/18/24

Village Clerk

Kimberly Key

DATE: 4/18/24

American Red Cross

DATE: _____

South Lake County Regional CERT

DATE: _____

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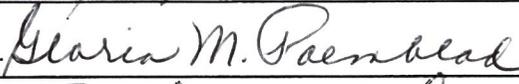
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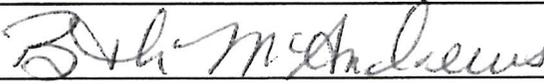
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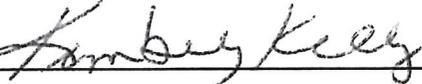
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Ela Township Supervisor  _____ DATE: 10-18-2024

Village Administrator  _____ DATE: 4/18/24

Village Clerk  _____ DATE: 4/18/24

American Red Cross _____ DATE: _____

South Lake County Regional CERT _____ DATE: _____

Village of Deer Park EOP's Duties of Personnel

Name	Role in the EOP
Greg Rusteberg	Village President
Beth McAndrews	Public Information Officer / Village Administrator
CERT	Crisis Management Team Member
	Crisis Management Team Member
Kimberly Kelly	Village Clerk
	Crisis Management Team Member
Victor Erickson	EOP/NIMS Coordinator
	Crisis Management Team Member

EOP Coordinator - Is responsible for the overall development of emergency disaster plans, and the coordination of operations, with other emergency responding agencies. This position heads the Village Emergency Operations Center during a crisis situation.

Public Information Officer – is responsible for official media releases by the Village when an emergency situation occurs.

EMA/NIMS Coordinator - is responsible for developing plans, coordinating operations, and ensures the EOP has the necessary support of the Crisis Management Team and support personnel. The National Incident Management System Coordinator helps the Village and its personnel comply with FEMA guidelines.

Village Administrator/Clerk - is responsible for maintaining emergency operations plans for the Village, and equipping the EOC with the necessary gear and provisions.

Crisis Management Team - assists the Village President with operations within the emergency operations center.

EMERGENCY CONTACT LIST

Contact Telephone Numbers: Village Office: 847-726-1648 Fax: 847-726-1659

Village Staff:

Village President: Greg Rusteberg 847-922-0404

Village Administrator: Beth McAndrews 847-204-6706

Village Clerk: Kim Kelly 847-651-9578

EOP Coordinator: Victor Erickson 847-212-6074

Hospitals:

Advocate Good Shepherd Hospital Barrington: 847-381-0123

NorthShore Northwest Community Hospital: 847-618-1000

AMITA Health St. Alexius Medical Center: 847-843-2000

Fire Departments:

Lake Zurich Fire Protection District: 847-540-5070 (4 Station in Deer Park)

Long Grove Fire Protection District: 847-634-3143

Palatine Fire Department: 847-202-6340

Clean up:

Ela Township Highway Department: 847-438-2371

Cuba Townships Roads: 847-381-7793

Lake County Department of Transportation: 847-377-7498 (Ela, Long Grove, Quentin, Cuba)

Illinois Department of Transportation: 847-705-4401 (Rand and Lake Cook)

National Response Center (for chemical spills): 800-424-8802

Emergency Management agencies:

Federal Emergency Management Agency (FEMA): 202-646-2500

Illinois Emergency Management Agency (IEMA) 24-hour Response: 800-782-7860

Lake County Emergency Management Agency: 847-377-7100

Lake County Emergency Management Agency 24 Hour number: 847-549-5200

Lake County Emergency Management Agency Facsimile: 847-377-7015

South Lake County Regional Community Response Team: 847-438-2349

American Red Cross of Greater Chicago: 312-729-6100

CN Railroad:

CN Police: 800-465-9239

Law Enforcement agencies:

Lake County Sheriff's Department: 847-549-5200

Federal Bureau of Investigation (FBI): 847-290-0525

Lake County Health Department:

Animal Control: 847-949-9925

Population Health Services: 847-377-8922

Special Needs Services:

Ela Township: 847-438-2371

Cuba Township: 847-381-7793

Utilities:

AT&T Illinois: 847-759-5261

ComEd 800-334-7661, External affairs manager: 847-870-2050

Comcast Government Affairs Manager: 847-856-5211
Nicor Gas Company: 888-642-6748, Manager: 847-227-0790

Public Schools:

Barrington District 220 Main Office: 847-381-6300

Elementary Schools for Deer Park Resident Attendance:

Arnett Lines Elementary: 217 Eastern Avenue, Barrington

Middle Schools for Deer Park Resident Attendance:

Station Middle School: 215 Eastern Avenue, Barrington

High Schools for Deer Park Resident Attendance:

Barrington High School: 616 W. Main Street Barrington

Lake Zurich District 95 Main Office: 847-438-2831

Elementary Schools for Deer Park Resident Attendance:

Isaac Fox Elementary 395 W. Cuba Road, Lake Zurich,

Seth Paine Elementary, 50 Miller Road, Lake Zurich

Middle Schools for Deer Park Resident Attendance:

Lake Zurich Middle School South: 435 W. Cuba Road, Lake Zurich

Lake Zurich Middle School North: 95 Hubbard Lane, Hawthorn Woods

High Schools for Deer Park Resident Attendance:

Lake Zurich High School: 300 Church Street, Lake Zurich

Private Schools:

Elementary Schools Nearby for Deer Park Resident Attendance:

St. Francis de Sales: 11 S. Buesching Road, Lake Zurich 847-438-7921

St. Matthews: 24480 N. Old McHenry Road, Hawthorn Woods 847-438-6103

St. Anne: 319 Franklin, Barrington 847-381-0311

Day Care Center in Deer Park:

Bright Horizons: 21955 W. Field Parkway, Deer Park 847-719-2070

Radio Stations:

WKRS 1220 AM, Waukegan: 847-336-7900, www.wkrs.com (Spanish speaking station)

WXLC, 102.3 FM, Waukegan: 847-336-7900, www.xlc.com

WBBM, 780 AM, Chicago: 312-297-7800, www.wbbm780.com

WGN, 720 AM, Chicago: 312-222-5555, www.wgnradio.com

Newspapers:

Pioneer Press: 847-486-9200, www.pioneerlocal.com

The News-Sun: 847-336-7000, www.suburbanchicagonews.com/newssun

The Daily Herald: 847-427-4300, www.dailyherald.com

RECORD OF CHANGES

When changes are made to this plan, the following procedures should be followed.

1. The Village of Deer Park EOP Coordinator will issue major changes on hard copy pages. New pages should be inserted as directed, and the old pages removed and destroyed.
2. Pen and ink changes will be promulgated by memorandum and accomplished directly on existing pages.
3. When any change is made, an entry should be made in the following log:

Change Number	Date Entered	Pages or Sections Changed	Entered by
1	12/27/14	Development of final plan	N. Schumm
2	12/2017	Edits from Lake County EM and Staff changes	K. Kelly
3	2/2018	Edits from Lake County Sheriff and removal of Cuba Township as Village street snow removal	K. Kelly
4	4/2021	<ul style="list-style-type: none"> - Edits from Lake County EM and Staff changes - Updated all applicable Contact information (Names, Titles, Phone numbers, email, Maps, etc.) - Added a new Annex #11 for Pandemic/Epidemic Alternate Housing - Retitled, rearranged and harmonized the 2018 Document to be consistent with 2021 IEMA PDR section numbering and audit requirements including: - Annex headings changed from Alphabetical to Numerical - Miscellaneous Approvals and other documents moved to separate exhibits outside of Base Plan - All pages and Table of Contents refreshed and renumbered - 2018 Crosswalk PDR Document harmonized with new 2021-page references to maintain consistency and references to Illinois state code designations - Updated References to EMA Coordinator to show EOP Coordinator 	K. Kelly V. Erickson
5	10/04/23	Edits from Lake County	K. Kelly V. Erickson
6	2/28/24	New Format adopted	K. Kelly V. Erickson

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Basic Plan

Purpose

Saving lives and the protection of life, the environment, and property are the primary goals of governmental public safety agencies. Emergency plans provide the basis for response and recovery operations. The success of these plans depends largely, in part, on the collaboration of the agencies and jurisdictions responsible for the development and maintenance of these plans. The formation of an emergency management organization, policies, and roles and responsibilities are essential aspects of all effective emergency plans.

The Village of Deer Park is vulnerable to a wide variety of disasters and emergency incidents. This plan considers these disasters and incidents and outlines the county's process for reacting promptly to save lives and protect property when threatened or hit by a disaster or major emergency. The purpose of this Emergency Operations Plan (EOP) is to establish uniform processes for the effective coordination of actions necessary to prevent (when possible), prepare for, respond to, and recover from, natural or man-made disasters which might affect the health, safety or general welfare of individuals residing in and visiting the Village of Deer Park. The EOP is designed to accomplish the following:

- Minimize suffering, loss of life, personal injury and damage to property resulting from hazardous or emergency conditions.
- Provide a framework for a comprehensive emergency management system which addresses all aspects of emergency prevention, preparedness, response, recovery, and mitigation.
- Minimize disaster related material shortages and service system disruptions which would have an adverse impact on the residents of the county.
- Provide immediate relief and promote short-term and long-term recovery following a disaster.

Scope

The Village of Deer Park Emergency Operations Plan is designed for use in all natural and man-made disasters and emergency incidents. The plan:

- Establishes processes under which the village of Deer Park, local governments and disaster organizations will operate in response to disasters and emergencies.
- Establishes direction and control responsibilities for conducting disaster response and recovery operations.
- Specifies the responsibilities of elected and appointed local government officials, county department directors and other responding agencies.
- Provides a framework for expeditious, effective, and coordinated use of all municipal and county resources.
- Outlines the process for requesting state and federal disaster assistance when the magnitude of a disaster has exhausted municipal and county resources.
- Establishes a framework for short-term and long-term recovery.

Authorities

Federal

- Public Law 103-337 which reenacted the Federal Civil Defense Act of 1950 into the Stafford Act
- The Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 100-707 which amended Public Law 93-288)
- National Response Framework
- Homeland Security Presidential Directive 5
- National Incident Management System (NIMS)

State

- 20 ILCS 3305/1 Illinois Emergency Management Act
- Illinois Administrative Code Title 29; Emergency Services, Disasters, and Civil Defense
- 430 ILCS 100/ Illinois Emergency Planning and Community Right to Know Act

Local

Village of Deer Park Resolution #2014-05 passed on October 20, 2014

Mutual Aid Agreements, Memoranda of Understanding, & Memoranda of Agreement

- Illinois Public Works Mutual Aid Network (IPWMAN)
- South Lake County Regional Community Emergency Response Team (SLCR CERT)
- Hampton Inn and Suites Chicago/Derr Park (temporary housing)
- Intergovernmental Agreement Between Village and Lake Zurich Fire Station 4 for use of fire station 4 in event of an emergency

Situations

The Village of Deer Park is located in Lake and Cook Counties, which is in the northeastern part of the State of Illinois. Deer Park has a land area of 3.4 square miles. It is 34.4 miles northwest of the City of Chicago. The Village is a suburban community that has a population of Deer Park in the 2010 census is 3,200 people. The Deer Park business community consists of an office/medical banking campus, a shopping district also along Route 12 as well as Hotels and a conference center. Although there is no hospital within the Village, Good Shepherd Hospital, Northwest Community and Alexian Brothers Medical Center serve the community. The Village's proximity to Chicago, a national and global transportation hub, makes it accessible by various forms of transportation. Interstate 90, 53, E. J & E railroad, and the Union Pacific railroad lie to the west of the Village. Deer Park lies in the flight path of Chicago's Midway and O'Hare airport, as well as General Mitchell Airport in Milwaukee, Wisconsin and Chicago Executive Airport in Wheeling, Illinois.

Assumptions

- Village geography makes it vulnerable to manmade hazards from transportation accidents. Certain weather characteristics also create a hazard risk, and Lake County is prone to flooding. Also, security threats from terrorist activity can impact the Village.
- The Village of Deer Park has capabilities and resources which, if effectively employed, would minimize or eliminate loss of life and damage to property in the event of a major emergency or disaster.
- Through its coordinating agency the Illinois Emergency Management Agency (IEMA), has both equipment and manpower resources available to assist in response and recovery efforts.
- Certain disasters may occur with advance warning, but others may occur with little or no warning.
- Initial response to any emergency will be made by first response agencies located within the Village of Deer Park including, police, fire, and emergency services department, the Lake County Sheriff's Office, and Lake County EMA.
- Depending on the severity and magnitude of the emergency, it may be necessary to request additional assistance to control the situation. This assistance may be provided in the form of auxiliary or paid on-call police, fire, and EMA personnel. Additional assistance may be provided from outside governmental mutual aid associations or from the private sector.
- Standard operating procedures have been developed and are being maintained by all operational departments outlining specific procedures to support the assignments outlined in this plan.
- This plan has been prepared, integrating all departments in a comprehensive effort to prepare for major emergencies and disasters following the "all hazards" approach.

In the Village of Deer Park, these operations are coordinated by a group of two governmental officials referred to as the "Crisis Management Team" (CMT). Crisis management, under the conditions likely to exist during a major emergency or disaster situation, requires rapid transmission and evaluation of information prompt decision-making, and expeditious response to present or likely dangers. The CMT team includes:

- 1st Alternate:* Village President
 - 2nd Alternate:* Village Trustee
 - 3rd Alternate:* Village Administrator/Clerk
 - 4th Alternate:* Public Information Officer
- CMTeam Member and Plan assistance

The purpose of this annex is to identify those personnel who comprise the Crisis Management Team, Village department responsibilities for maintaining the EOC in a state of readiness, and procedure for activating and operating the EOC.

Officials of the Village of Deer Park can assume:

The period during response and recovery shall remain the responsibility of those officials as

outlined herein. Local resources shall be first used, then mutual aid resources, and finally County, State and Federal Assistance. Individuals and agencies shall be used in familiar roles to the extent practical, and non-essential functions will be offered so that these resources may be diverted to the emergency.

The local ESDA Coordinator shall serve as the Chief Staff Aid to the principal executive officer. All agency or department heads will continue to control their organizations at the direction of the chief elected official.

Representatives of all designated local organizations for the purpose of coordination and centralized direction and control shall staff the Emergency Operation Center.

1. The Village of Deer Park has capabilities and resources, which, if effectively employed, would minimize or eliminate the loss of life and damage to property in the event of a major emergency or disaster.
2. Through its coordinating agencies the Lake County and Illinois Emergency Management Agencies have resources available to assist the Village of Deer Park in emergency or disaster response and recovery efforts.
3. Some of the hazards that may affect the Village of Deer Park may occur after implementation of warning and other preparedness measures, but others may occur with little or no warning.
4. Initial response to any emergency will be made by the first response agencies of our Village including the Emergency Management, Police, Fire/EMS and Public Works.
5. Depending on the severity and magnitude of the emergency, it may be necessary to request additional assistance to control the situation. This assistance may be provided in the form of auxiliary or paid-on-call police and firemen as well as trained volunteers. Additional assistance may be provided from outside governmental mutual aid associations or from the private sector. This plan has been prepared, integrating all operational departments, in a comprehensive effort to prepare for major emergencies and disasters following the "all hazards" approach. Each department has developed standard operating procedures to support both everyday operations and their assignments as outlined in this plan.

Functional Roles & Responsibilities

Many Village of Deer Park Staff Members and Officials have emergency assignments in addition to their normal day-to-day duties, however, these functions usually parallel or compliment normal responsibilities.

The purpose of this section of the Basic Plan is to identify areas of major concern in the Village of Deer Park emergency management program, and further identify which Village of Deer Park position is responsible for managing that function. A diagram of Village of Deer Park response system is depicted on the following pages. Functional roles and responsibilities are further outlined in the Direction, Control and Coordination Annex.

The matrix on the following page uses the following key;

- P Primary Agency
- S Support Agency

RESPONSIBILITY MATRIX

P = Primary

S = Support

Position/Function	Village Pres.	Village Admin.	Village Clerk	Village Treasurer	EOP Coord.	CVIT	LCEMA	South Lake County CERT	Lake County Sheriff Dept.	Fire Depts.	County Public Health	Red Cross	County Coroner	County Animal Control	Ela Township
Assigned Agency															
Emergency Operations Center		S	S		P		S	S							
Law Enforcement		S	S		S			S	P						
Fire and EMS		S	S		S			S	S	P					
Public Works		S	S		S			S	S	S					P
Communications		S	S		P			S	S	S					
Warning/Emergency Information		S	S		S			S	P	S					
Public Information		P			S			S	S	S					
Damage Assessment						P	S		P	P					S
Evacuations		S	S		S			S	P	S					S
Mass Care		S	S		S			S		P		S			
Animal Care and Relief														P	
Health and Medical					S			S	S	P	S				
Mortuary			S		S			S	S	S		S	P		
Resource Management						S	P								
Volunteers		S	S		P			S							
Pharmaceutical Distribution		S	S		S			S			P				
Hazardous Materials									S	P	P				S

Facilities and Resources

Emergency Operation Center

The Village of Deer Park is staffed by three people, and has seven elected officials, which includes the Village President. The Village Hall will be utilized as an Emergency Operations Center (EOC) in times of disaster. The EOC will be at the Conference room of the Village Hall, which is Located at 23680 W. Cuba Road, Deer Park, Illinois.

The Emergency Operating Center (EOC) serves as the strategic direction and control center responsible for supporting tactical decisions made at the Incident Command Post and for issues relating to the community as a whole. The Village Hall Located at 23680 W. Cuba Rd, Deer Park, Illinois will be the Emergency Operating Center. The President and operational department head would staff this facility and supporting staff when fully activated.

An alternate EOC shall be located at: **Lake Zurich Fire District Station #4, 21970 Field Parkway, Deer Park, Illinois**. This station has a backup generator, and other utilities that may be needed in an emergency situation. Detailed information including staffing, operational checklists, location of community vital records, etc., may be found in Annex 1-A

ORGANIZATION AND RESPONSIBILITIES

Most Deer Park departments have emergency functions in addition to their normal day-to-day duties, however, these functions usually parallel or complement normal responsibilities. Each Village department is responsible for the development of specific standard operating procedures (SOPs) detailing how they will function in support of the responsibilities outlined in this plan.

The purpose of this section is to identify areas of major concern in the Village of Deer Park emergency management program, and further identify which Village of Deer Park department is responsible for managing that particular function. Specific details, checklists, and supporting documentation can be found in an annex corresponding to the Access and Functional areas described below.

The President or Emergency Interim Successor has the ultimate responsibility for response and recovery efforts and provides overall direction and control to the response. Specific responsibilities include: declaring a local disaster or emergency; articulating policy decisions; providing direction and control; disseminating public information; ensuring EOC staffing; ensuring development and maintenance of response plans; ensuring staff training; and providing public education.

The Village Administrator /Clerk is responsible for the preservation of vital records; ensuring proper filing and accountability of all vital disaster or emergency documentation. The Village Administrator/Clerk shares primary responsibility for Financial Services and Recordkeeping.

The Village Administrator is responsible for overseeing and helping coordinate staff implementation of the policy direction and management objectives of the corporate authorities. During activation of this plan, that role will be fulfilled within the ICS framework. The Village Administrator is also responsible for implementation of the Continuity of Operations Plan in the event such a plan is activated. The Village Administrator provides support for Financial Management and Recordkeeping.

Concept of Operations

No guarantee is implied by this plan. Because Village assets and systems may be damaged, destroyed, or overwhelmed during an emergency, the Village can only endeavor to make reasonable efforts to respond based on the situation and the information and resources available at the time. **Each household within the Village is encouraged to develop a family disaster plan and to maintain the essential supplies to be self-sufficient for five to seven days.** The Village's response will take into account the special needs populations, and accommodations will be made by the appropriate department according to the needs of the disabled population. The Village will make materials available to the public to assist with personal preparedness.

In the event of a major emergency, and an emergency is declared, the Village Personnel will be notified. The Village has in place an emergency communication system. This "reverse 9-1-1" system is capable of reaching 100% of households and its businesses and provides real time information. The Village is also capable of disseminating emergency warning and alert information on its website. These means of communication can provide information to residents about specific hazards, evacuation routes, shelter information, and other hazard specific details.

Village officials have primary responsibility for disasters which take place in the Village. The Village of Deer Park has partner agencies. In place are contracts with the Lake County Sheriff Department. Three fire protection districts: Lake Zurich Fire District, Long Grove Fire District. Road maintenance and snow removal is provided by Elmhurst Township Highway Department. In 2014 the Village has a small workforce of 1 full time employee, and 5 part time employees. It has 6 Village Trustees and 1 Village President.

The difference between normal day-to-day operations and emergency operations must be understood if emergency management is to be effective. During non-emergency periods, operational departments go about their daily business under the direction of a department head or Chief. **During a period of emergency or disaster the President is held ultimately responsible for the preservation of life and protection of property as outlined in Illinois State law.** Department heads that previously provided direction to their forces continue to do so in time of emergency. **During a major emergency or disaster situation however, department heads function and coordinate response from the Emergency Operating Center located at 23680 W. Cuba Rd. Deer Park, IL.** Agencies tasked with response and recovery missions under this plan make up the Deer Park Crisis Management Team (CMT) with the help of the Lake County Emergency Management Agency. The CMT, functioning from the municipal EOC, are responsible for making strategic decisions necessary to support the Incident Management System and to ensure the overall safety of the community.

A comprehensive emergency management program is concerned with all types of hazards that might occur in Deer Park. Prior to an emergency, the following strategies are applied to these hazards:

PRE-INCIDENT MITIGATION

Mitigation activities are those that eliminate or reduce the probability of a major emergency or disaster's occurrence. Also included are those long-term activities that lessen the undesirable effects of unavoidable hazards. Examples include establishing building codes, flood plain building restrictions, etc.

PREPAREDNESS

Preparedness activities serve to develop the response capabilities needed in the event of an emergency. Planning, training, exercising, and development of public information and warning systems are among activities conducted under this phase.

Following the onset of an emergency or disaster, government and private agencies must be prepared to immediately swing into action and provide a variety of services. The Illinois Emergency Management Act (20 ILCS 3305/11) indicates that the effect of the declaration of a local emergency or disaster is to activate the emergency operations plan of the political subdivision. As such, this plan is written to include those activities that will occur within the County and its municipalities following the activation of the plan. The Pre-incident Mitigation and Preparedness activities, described above which are taken prior to the onset of an emergency or disaster, are not formally addressed in this document.

RESPONSE

During the response phase, emergency services necessary to reduce injury and death and protect property are provided. These activities help to reduce casualties and damage and to speed recovery. Response activities include warning, evacuation, firefighting and rescue, evacuation, emergency medical services, and other similar operations addressed in this plan. Also included in this phase is the documentation of events and sequences and attention to the special needs services needed.

Presidential Decision Directive (PDD) 39 divides response activities for a WMD incident into two operational phases, crisis management and consequence management.

Crisis Management is defined as a law enforcement function, which includes measures to identify, acquire, and plan the use of resources needed to anticipate, prevent, and / or resolve a threat or act of terrorism. In a terrorist incident, a crisis management response may include traditional law enforcement missions, such as intelligence, surveillance, tactical operations, negotiations, forensics, and investigations, as well as technical support missions, such as agent identification, search, render safe procedures, transfer and disposal, and limited decontamination. In addition to the traditional law enforcement missions, crisis management also includes assurances of public health and safety. PDD-39 assigns the Federal Bureau of Investigation (FBI) as the lead agency in charge of operations under the Crisis Management phase of operations. The laws of the United States assign primary authority to the Federal government to prevent and respond to acts of terrorism or potential acts of terrorism.

Consequence Management is predominantly an emergency management function and includes measures to protect public health and safety, restore essential government services, and provide emergency relief to governments, businesses, and individuals affected by the consequences of

terrorism. In an actual or potential terrorism incident, a consequence management response will be managed by FEMA using the structures and resources of the Federal Response Plan. These efforts will include support missions as described in other federal operational plans, such as predictive modeling, protective action recommendations, and mass decontamination. PDD-39 assigns the Federal Emergency Management Agency (FEMA) as the lead agency in charge of operations under the Consequence Management phase of operations. The laws of the United States assign primary authority to the State and local governments to respond to the consequences of terrorism, and the federal government provides assistance, as required.

RECOVERY

Recovery includes both short-term and long-term activities. Short-term operations seek to restore critical services to the community and provide for the basic needs of the public. Long-term recovery focuses on restoring the community to its normal or improved state of affairs. The recovery period is also an opportune time to institute mitigation measures, particularly those related to the recent disaster. Examples of recovery actions include temporary housing, restoration of non-vital governmental services, and reconstruction of damaged areas.

POST-INCIDENT MITIGATION

Post-incident mitigation activities are those that eliminate or reduce the probability of future events or damage by altering or permanently changing the area that was affected by an incident. Examples may include buy-out and demolition of flood-prone structures, construction of flood control / storm water retention facilities, and modification or development of more stringent building codes.

NATIONAL INCIDENT MANAGEMENT SYSTEM

Homeland Security Presidential Directive Number 5 (NIMS)

The Incident Command System (ICS) is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, designed to aid in domestic incident management activities. It is used for a broad spectrum of emergencies, from small to complex incidents, both natural and manmade, including acts of catastrophic terrorism. All levels of use ICS Government - Federal, State, local, and tribal, as well as by many private sector and nongovernmental organizations. ICS is usually organized around five major Access and Functional areas: command, operations, planning, logistics, and finance and administration. A sixth Access and Functional area, Intelligence, may be established if deemed necessary by the Incident Commander, depending on the requirements of the situation at hand.

Some of the more important "transitional steps" that are necessary to apply ICS in a field incident environment include the following:

- Recognizing and anticipating the requirement that organizational elements will be activated and taking the necessary steps to delegate authority as appropriate.
- Establishing incident facilities as needed, strategically located, to support field operations.
- Establishing the use of common terminology for organizational Access and Functional elements, position titles, facilities, and resources; and
- Rapidly evolving from providing oral direction to the development of a written Incident Action Plan.

INCIDENT MANAGEMENT SYSTEM

Response to major emergencies and disasters is based on an integrated incident management system, which includes municipal and county involvement, and may require support and assistance from the state and federal government. Operations conducted under this plan will be accomplished based on this model.

Most major emergencies and disasters occur with little warning. The first notification usually comes from a call to the 911-telecommunication system or visual manifestation of the disaster, as in the case of a devastating tornado, a train derailment, or an airline accident.

In each instance, the first to respond to the event are the community's first response agencies, fire, and law enforcement. This may be a municipal police and fire department, within municipal corporate limits, or the Lake County Sheriff's Police and Fire Department/Fire Protection District in the unincorporated areas of the County.

Step 1 - Arrival and establishment of command - Upon arrival at a scene, an Incident Commander will be identified and the Incident Command System initiated. A formal command post will be established and clearly identified; staff officers from each responding discipline will report to that site.

Step 2 - Assessment of the situation - The Incident Commander and his / her staff will begin a rapid assessment of the situation to determine if first responders can handle the incident, or if additional assistance is needed. If the situation requires resources above those normal resources at the disposal of the Incident Commander, the jurisdiction's Principal Executive Officer will be notified.

Step 3 - Activation of the affected jurisdiction's emergency management system – If the situation appears to exceed normal resources, the jurisdiction's Crisis Management Team will be notified, and the jurisdiction's Emergency Operations Center activated. The County Emergency Management Agency will be notified at this point. Once the EOC is activated, joint communications will be maintained between the forward Command Post, municipal EOC, and the County's Mobile Communication Center or EOC.

The County Emergency Management Agency will notify the State Emergency Management Agency of the potential emergency. The County Emergency Management Agency will follow their Standard Operation Procedures (SOP).

Step 4 - Assessment of the jurisdiction's ability to cope with the situation - If it is determined that a situation can be handled locally, with the available normal resources, then the Principal Executive Officer should declare a "State of Emergency". This declaration authorizes the activation of the local emergency plan and authorizes the rendering of assistance by the jurisdiction. If the jurisdiction is not able to manage the situation, then a declaration of "State of Disaster" should be initiated. The disaster declaration formally identifies that the situation is larger than the jurisdiction can handle, and County assistance is formally requested.

Step 5 - Requesting Assistance - The mechanism for requesting disaster assistance is for the
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stricken jurisdiction to contact the County. Prior to going further, the County must expend its available resources, such as equipment owned by the county and that available from neighboring municipalities and townships, before going to the State.

If state government assistance is needed (i.e.: National Guard, etc.), the President must so indicate to the County. Again, the County must have expended its available resources, and then must make that request through the State Emergency Management Agency. The State will forward that request to the Governor.

Lake County EMA: 847-377-7100, after hours 847-549-5200; IEMA Region 4 phone number 847-294-4717, after hours 217-782-7860.

Step 6 - Activation of the Lake County Emergency Management System - Following a request for Lake County assistance, County primary agencies will be activated and respond. A situation assessment process will then begin. This assessment will assist County officials in determining if County resources will be adequate to meet the local request for assistance, or if State or Federal assistance will be required. Finally, a representative from the Lake County Emergency Management will be dispatched to the local EOC to confer with local officials. This representative can assist local officials as needed.

Step 7 - Assessment of the County's ability to cope with the situation - Based on information from the stricken jurisdiction, and County primary agencies, a decision will be made if the assistance can be provided strictly using the County's normal resources. If the situation can be handled by the County, the Coordinator of County Emergency Management will request the County Board Chairman to declare a "State of Emergency", authorizing the implementation of the County Emergency Management Plan, and authorizing departments and agencies identified in the plan to perform their assigned emergency duties. If the disaster is widespread, and cannot be handled by the County's normal resources, the Lake County Board Chair will proclaim a "State of Disaster"; this directs the Coordinator of the Lake County Emergency Management Agency to request assistance from the State through IEMA. This disaster declaration formally declares that the situation is larger than the County can handle, and State assistance is requested.

Step 8 - Preparing a countywide damage assessment - The County, through the Lake County Emergency Management Agency, will work with the affected jurisdiction(s) to develop a detailed damage assessment. This document will detail the number of individuals injured and killed, buildings damaged and destroyed, damage to the infrastructure, etc. This detailed damage assessment will be filed with the State following the impact of the disaster. While initial response from the State will be forthcoming during this assessment period, Federal assistance is based on the data generated by this assessment.

Step 9 - State disaster assistance - Resources from a variety of state government agencies can be dispatched to assist a stricken jurisdiction or the County. Some of the resources are immediately dispatched, such as the Illinois State Police and the Department of Transportation, while others are dispatched following coordination through the State Emergency Operating Center in Springfield.

Following notification, the Illinois Emergency Management Agency (IEMA) will dispatch a Regional Coordinator to the Primary EOC to serve as a liaison between the impacted jurisdiction and the State. This liaison officer acts as a conduit for requests for any state assistance. IEMA also has a major responsibility of preparing the request for a Presidential Disaster Declaration for the Governor. If the disaster is widespread, and State resources will be overtaxed, IEMA - in cooperation with the County and the stricken jurisdiction(s) provide a detailed assessment of the damage and its effect on the community and its residents to the Federal Emergency Management Agency (FEMA). Based on the severity and magnitude of the situation, the Governor will request the President declare a major disaster or an emergency for the State, and the President will issue a declaration, as warranted.

Step 10 -The Presidential declaration - If criteria are met, the President can declare the County either an emergency or disaster area. This declaration will authorize the rendering of a variety of aids, primarily financial, to affected residents and units of government. An emergency declaration will authorize limited assistance from specific agencies, while a disaster declaration will authorize the full range of federal assistance to the County.

For certain situations, the President may declare an emergency, with or without a Governor's request, as specified in the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Section 301.

FEMA using the Federal Response Plan, directs and coordinates all federal response efforts to manage the consequences in domestic incidents for which the President has declared, or expresses intent to declare, an emergency or disaster.

Federal agencies have been grouped together under Access and Functional Emergency Support Functions (ESF's) to facilitate the provision of response and recovery assistance to the County through the State. All Federal response assistance will be provided using some or all of the ESF's, as necessary. A Federal Coordinating Officer (FCO) will be appointed by the President to coordinate Federal activities. The FCO will work with the State Coordinating Officer (SCO) to identify overall requirements including unmet needs and evolving support requirements, and coordinate these requirements with the ESF's. The FCO will coordinate response activities with the ESF representatives to ensure that Federal resources are made available to meet the requirements identified by the County and State.

CONTINUITY OF GOVERNMENT

Effective emergency management operations depend on two important factors to ensure continuity of government. These factors include (1) lines of succession for officials, department heads, and supporting staff; and (2) preservation of records vital to the community.

In the event that the Village President is unavailable, the powers of the office shall be exercised, and duties shall be discharged by his designated emergency interim successors in the order specified. The emergency interim successor shall exercise the powers and discharge the duties of the office to which designated until such time as a vacancy which may exist shall be filled in accordance with the constitution or statutes; or until the officer, or his deputy or a preceding emergency interim successor, again becomes available to exercise the powers and discharge the duties of his office. The line of succession for the executive branch of government will be:

- 1st Alternate:* Village President
- 2nd Alternate:* Village Trustee
- 3rd Alternate:* Village Administrator/Clerk
- 4th Alternate:* Public Information Officer
CMTeam Member and Plan assistance

The Village Administrator/Clerk is responsible for the identification of those records deemed to be vital to the restoration of the Village. As these records, and their storage method may vary from time to time, a listing of those records and the location of the alternate storage facility(s) can be found under separate cover.

Organization

Normal

The Village of Deer Park is staffed by three people, and has seven elected officials, which includes the Village President

Emergency

Under emergency conditions, the county transforms to a specialized disaster response organization as described below:

Emergency Management

The personnel and trustees of the Village of Deer Park will provide support for emergency management.

Emergency management can be applied to all emergencies, whether they are minor accidents or major events. In our Village, the government must see that lives and property within our community are protected, when an emergency strikes. Commerce and other elements of our community's economy must be protected. The Village of Deer Park's government activities are designed to provide such protection.

State of Illinois laws indicate that the Chief Executive Officer of the jurisdiction is the person who is totally responsible in the event of an emergency or disaster. While authority may be delegated to department chiefs, overall responsibility remains with the President. It is essential that the President knows and understands his/her responsibility prior to the onset of an emergency. **The President should also know where he/she is expected to operate from, during and emergency. Department heads with emergency responsibilities should also know and understand their roll, and where they are expected to operate.**

It is essential that all emergency response personnel know who is in charge of an emergency. Lines of succession must be established, prior to an emergency, to ensure continuity of operations in the event of the absence of the principal commander. It must also be clearly known which department is responsible for providing what functions.

Emergency organizations should basically perform the same functions in an emergency that they perform during daily activities. Operating personnel should report to the same command structure during all types of situations.

The Emergency Operations Plan Coordinator of the Village of Deer Park is the vital ingredient in the development of our EOP program. He/she serves as: key leader in planning, coordinator of operations, chief of staff to the jurisdiction's executive during emergency response, community liaison to build the emergency program, and supporter of mitigation efforts.

The Emergency Operations Coordinator has the responsibility for coordinating all the components of the emergency management system in the Village. These components consist of police, fire, emergency medical services, public works, volunteers, and other groups contributing to the management of emergencies. The parts of the emergency management system are no different than the parts of government and the private sector that manage the day-to-day affairs of the Village. Detailed information regarding Emergency Management Operations and capabilities can be found in Annex 1-B.

Law Enforcement

Deer Park contracts its police activity to the Lake County Sheriff Department, who are the primary agency responsible for the provision of law enforcement services. The Sheriff is responsible for law enforcement and crime prevention activities in addition to traffic and crowd control during periods of emergency. Additional law enforcement resources are available from neighboring communities, the Illinois State Police, and Federal law enforcement agencies. National Guard assistance is available only following the declaration of a local emergency and through direct request of the President to the Lake County Sheriff's EMA for relay to the Illinois Emergency Management Agency, provided that the guard is not already activated as part of its national mission. The State of Illinois will determine whether the National Guard or other State law enforcement asset is appropriate to handle the requested mission.

The President will be responsible for coordinating the law enforcement function from the EOC during time of emergency. Detailed information regarding Law Enforcement operations and capabilities can be found in Annex 1-C.

Fire, Rescue and Emergency Medical Services (EMS)

The Village of Deer Park is served by the Lake Zurich Fire District, and Long Grove for their everyday fire and EMS needs. The fire departments are responsible for fire prevention and suppression, providing ambulance services, as well as conducting light and heavy-duty rescue operations.

In times of emergency, neighboring communities and fire districts, through formalized mutual assistance agreements can provide additional resources. The fire districts that serve the Village are in MABAS Division 4, except for Palatine which is Division 1. Considerable amounts of mutual aid fire and rescue equipment can be provided from surrounding communities.

The fire districts have their own EOC and emergency operations will be conducted in accordance with their EOP as well as the Village EOP.

Access and Functional Needs

The Village of Deer Park employs the Access and Functional Needs Framework as an organizational model for addressing the needs of special populations with functional limitations and needs during disasters and outlines their capabilities and their applicability to the access and functional needs of the functional needs community' they represent.

The document provides planning guidance for meeting federal regulations that impact access and functional needs and the sheltering of children and adults with functional support needs in general population shelters. The guidance was developed to support local, tribal, State and Federal governments to integrate children and adults with and without disabilities who have access and functional needs into every aspect of emergency shelter planning and response.

The Access and Functional Needs Framework is intended to address the functional limitations of persons who identify themselves as having a disability and the larger portion of persons who do not identify themselves as having a disability, but have limitations in hearing, seeing, walking, learning, language, and understanding.

Existing emergency operations plans generally assume that everyone in the population will be able to participate in sheltering, evacuation and other emergency response operations successfully and effectively, but experience has shown that many people may have one-or-more access and functional needs that must be addressed before they are able to participate.

The access and functional needs framework provides a means of addressing the assignment and management of resources to and for access and functional needs populations and is not based on a 'access and functional needs' framework of diagnostic labels and definitions of disability that are used primarily for programmatic eligibility.

The access and functional needs framework can be effectively applied to the needs of broad populations, including:

1. Persons with physical disabilities
2. Persons with serious mental illnesses
3. Persons with physical disabilities
4. Persons with serious mental illnesses
5. Persons who are non-English speakers
6. Children
7. Elders
8. Persons who do not have access to vehicles.
9. Persons with special dietary needs
10. Pregnant women
11. Persons who are homeless
12. Institutionalized persons

Public Works

Under the direction of the Highway Commissioner, Ela Township Highway Department provides services for the Village. The Township is primarily responsible for road and drainage maintenance functions within the Village area but may be asked to provide support for Mass Care and Volunteer Resources operations. The Village is on well and septic systems except for the Deer Park Mall which operates under Lake Michigan water supply.

- Pursuant to the Illinois Emergency management Agency Act – 20 ILCS 3305/11
 - “(a) A local disaster may be declared only by the principal executive officer of a political subdivision, or his or her interim emergency successor, as provided in Section 7 of the "Emergency Interim Executive Succession Act". It shall not be continued or renewed for a period in excess of 7 days except by or with the consent of the governing board of the political subdivision. Any order or proclamation declaring, continuing, or terminating a local disaster shall be given prompt and general publicity and shall be filed promptly with the county clerk, township clerk, or the municipal clerk in the area to which it applies.
 - (b) The effect of a declaration of a local disaster is to activate the emergency operations plan of that political subdivision and to authorize the furnishing of aid and assistance thereunder.”
- The Illinois Emergency Management Agency Act further explains in 20 ILCS 3305/10:
 - “(j) In carrying out the provisions of this Act, each political subdivision may enter into contracts and incur obligations necessary to place it in a position effectively to combat the disasters as are described in Section 4, to protect the health and safety of persons, to protect property, and to provide emergency assistance to victims of those disasters. If a disaster occurs, each political subdivision may exercise the powers vested under this Section in the light of the exigencies of the disaster and, excepting mandatory constitutional requirements, without regard to the procedures and formalities normally prescribed by law pertaining to the performance of public work, entering into contracts, the incurring of obligations, the employment of temporary workers, the rental of

equipment, the purchase of supplies and materials, and the appropriation, expenditure, and disposition of public funds and property.”

- Based on the activation level of the EOC, the County’s Crisis Management Team may be summoned to assist in managing the incident. The Crisis Management Team consists of select elected officials, appointed department heads, and community stakeholders.
- The EMA Director is responsible for maintaining the operational readiness of the EOC. He/she will ensure all appropriate operating instructions and checklists, which will be implemented during disasters, are developed and available to support this plan. Each department designated as a member of the EOC Crisis Management Team will also ensure that appropriate operating instructions are developed and available to guide their activity during disaster response and recovery operations. The EM Director is also responsible for overseeing the mutual aid and resource request processes for disaster operations.
- Members of the Deer Park Crisis Management Team represent many organizations which have numerous and varied responsibilities in response and recovery operations. Crisis Team representatives can commit resources of their respective organizations and also act as a conduit for tasks to be passed from the EOC to their organizations. Accordingly, Crisis Team representatives are directly responsible only to their organization and to the County Board Chairman.

Plan Maintenance, Evaluation and Revision

PLAN DEVELOPMENT AND MAINTENANCE

Responsibility for the overall development and maintenance of the Emergency Operations Plan for the Village of Deer Park is assigned to the Village President as prescribed by law. Emergency plan maintenance includes the annual review and periodic updating of the plan and its annexes. Additionally, the Village Administrator/Clerk is responsible for document control. This includes the distribution of the plan and its updated sections as required. Each department is responsible for updating their own department's section.

Changes in personnel or equipment should be forwarded to the EOP Coordinator as they occur to keep the plan updated.

PLAN EVALUATION PROCEDURE

Responsibility for the overall development and maintenance of the Emergency Operations Plan for the Village of Deer Park is assigned to the Village Administrator/Clerk and EOP Coordinator as prescribed by law. Emergency plan maintenance includes the annual review and periodic updating of the plan and its annexes. Additionally, the Village Administrator/Clerk and the EOP Coordinator are responsible for document control. This includes the distribution of the plan and its updated sections as required. Each department is responsible for updating their own department's section.

Changes in personnel or equipment should be forwarded to the Village Administrator/Clerk and the EOP Coordinator as they occur to keep the plan updated. A copy of the Emergency Operation Plan is forwarded to the Lake County Emergency Management Agency for certification.

For any plan to be Access and Functional, it must be evaluated to ensure it is workable and to further ensure that those who must use it understand it. Other than periodic review, the most effective procedure to evaluate the plan is a series of exercises. Exercises simulate, in a controlled environment, the situations that may occur in a disaster situation. In accordance with State and Federal guidelines, this plan must be exercised annually through an EOC exercise or full scale EOC / Field exercise. Assistance in the development, conduct, and evaluation of these exercises is available from the Lake County Emergency Management Agency.

Plan Distribution

The following departments/personnel will receive a complete copy of the plan including all annexes:

- Lake County EMA
- Lake County Sheriff's Office
- Lake Zurich Fire Department
- Long Grove Fire Department
- Lake County Health Department
- South Lake County Regional Community Emergency Response Team
- Red Cross
- Ela Township
- Village EOP Coordinator
- Village President
- Village Administrator
- Village Clerk
- Village Treasurer
- Village Assistant to the Administrator
- Building and Zoning Department
- 6 Village Trustees



Annex 1

Direction, Control and Coordination

Purpose

The purpose of this annex is to identify those personnel who compose the Crisis Management Team, to identify the agency responsible for the maintenance and upkeep of the EOC and to specify procedures for the activation and operation of the EOC.

Scope

The Direction and Control Annex is an annex to the Village of Deer Park Emergency Operations Plan. This annex outlines the means the Village of Deer Park will use to establish and maintain a unified and coordinated operational structure and process to direct and control activities throughout response and recovery that integrates all critical stakeholders and supports the execution of strategies, priorities and functional roles and responsibilities. This annex applies to all members of the Crisis Management Team who are operating as a result of a county declared emergency or disaster.

Authority

Authorities and mutual aid agreements that may apply to this annex are listed in the Basic Plan under the “Authorities” or “Mutual Aid Agreements” section.

Situations

While a local disaster may occur in a specific section of Deer Park, a major disaster most likely will affect a greater portion of surrounding areas around Deer Park. The destructive nature of the disaster will require coordinated response between each level of government and other response agencies in Lake County. Portions of this plan may be activated in preparation for a major disaster by the Village President

Assumptions

Local response agencies will be the first to respond to a disaster. Their normal resources and capabilities will be initially overwhelmed and will require extraordinary coordination measures and resource augmentation.

Direction and control will initially occur only at the disaster scene and will later be transferred to the EOC. The Village of Deer Park EOC is designed to be functional in response to all types of emergencies or disaster situations. Members of the Crisis Management Team will be trained in their functions, supporting supplies, and equipment available in the EOC.

Direction and control beyond normal day-to-day capabilities will be necessary in order to effectively coordinate the large number of assisting agencies and organizations that will respond to a disaster.



In the Village of Deer Park, these operations are coordinated by a group of two governmental officials referred to as the “Crisis Management Team” (CMT). Crisis management, under the conditions likely to exist during a major emergency or disaster situation, requires rapid transmission and evaluation of information prompt decision-making, and expeditious response to present or likely dangers. The CMT team includes:

- 1st *Alternate:* Village President
 - 2nd *Alternate:* Village Trustee
 - 3rd *Alternate:* Village Administrator/Clerk
 - 4th *Alternate:* Public Information Officer
- CMTeam Member and Plan assistance

The purpose of this annex is to identify those personnel who comprise the Crisis Management Team, Village department responsibilities for maintaining the EOC in a state of readiness, and procedure for activating and operating the EOC.

Officials of the Village of Deer Park can assume:

The period during response and recovery shall remain the responsibility of those officials as outlined herein. Local resources shall be first used, then mutual aid resources, and finally County, State and Federal Assistance. Individuals and agencies shall be used in familiar roles to the extent practical, and non-essential functions will be offered so that these resources may be diverted to the emergency.

The local ESDA Coordinator shall serve as the Chief Staff Aid to the principal executive officer. All agency or department heads will continue to control their organizations at the direction of the chief elected official.

Representatives of all designated local organizations for the purpose of coordination and centralized direction and control shall staff the Emergency Operation Center.

1. The Village of Deer Park has capabilities and resources, which, if effectively employed, would minimize or eliminate the loss of life and damage to property in the event of a major emergency or disaster.
2. Through its coordinating agencies the Lake County and Illinois Emergency Management Agencies have resources available to assist the Village of Deer Park in emergency or disaster response and recovery efforts.
3. Some of the hazards that may affect the Village of Deer Park may occur after implementation of warning and other preparedness measures, but others may occur with little or no warning.
4. Initial response to any emergency will be made by the first response agencies of our Village including the Emergency Management, Police, Fire/EMS and Public Works.
5. Depending on the severity and magnitude of the emergency, it may be necessary to request additional assistance to control the situation. This assistance may be provided in the form of



auxiliary or paid-on-call police and firemen as well as trained volunteers. Additional assistance may be provided from outside governmental mutual aid associations or from the private sector. This plan has been prepared, integrating all operational departments, in a comprehensive effort to prepare for major emergencies and disasters following the “all hazards” approach. Each department has developed standard operating procedures to support both everyday operations and their assignments as outlined in this plan.

Concept of Operations

General

The EOC is activated by the Village President or their representative. When activated for response and recovery operations, the individual activating the EOC will designate which members of the Crisis Management Team will be represented at the EOC. Representation in the EOC will include only those agencies needed to work the incident at hand. Under activation status, departments and agencies will ensure designated Crisis Team Member positions are staffed on a 24-hour basis.

Logistical Support & Resource Requirements

The EOC Coordinator will coordinate any required operational, logistical and administrative support needs of the Crisis Management Team. Crisis Management Team personnel will coordinate support needs for their personnel in the field as assisted by the EOC Coordinator, if required.

To facilitate the coordination of these operations a central command center has been developed. The facility is called the Emergency Operations Center (EOC). It is located at the Village Hall, 23680 W. Cuba Rd., Deer Park, Il. 60010. This EOC serves as the primary crisis management center for the Village of Deer Park operations.

In the event that the primary EOC has been rendered unusable, the following location will be utilized as the alternate EOC site: The Barn at 23570 W. Cuba Rd, Deer Park, Illinois, or the Fire Station at 21970 Field Parkway, Deer Park

The EOC is equipped with office equipment including a workstation and laptop for every Crisis Management Team member with access to printers and copiers, white boards, audio visual equipment, and communications including internet (wireless and hard wired), and telephones. The EOC offers 24 hour secured access with exterior security cameras, kitchenette, restrooms, and an automatically activated generator.

Situational Awareness, Messages and Information Flow

The EOC Coordinator is responsible for ensuring the Crisis Management Team members are provided necessary information through individual contact or through EOC briefings to ensure effective reporting and decision-making processes and to ensure requested assistance is being properly acted upon. Conversely, the Crisis Management Team members will update each other and the EOC Manager during said briefings. Communication flows laterally among the Crisis Team Members in the EOC and neighboring jurisdictions if impacted by the same incident. Decisions are also communicated to subordinates of the



Crisis Management Team and to the Crisis Management Team superiors, including state and federal partners as required, to ensure a quality common operating picture.

In the Village of Deer Park, these operations are coordinated by a group of governmental officials referred to as the "Crisis Management Team" (CMT). Crisis management, under the conditions likely to exist during a major emergency or disaster situation, requires rapid transmission and evaluation of information prompt decision-making, and expeditious response to present or likely dangers. The CMT team includes:

Village President

Village Administrator

Village Clerk

Village EOP Coordinator

Other as assigned by the Village President

Major emergencies/disasters, whether natural, man-made, will place extraordinary strains on all levels of government services. When the demand for services escalates, and the ability to deliver these services diminishes, special skills, equipment, and facilities are needed. These situations create a need for government officials to direct and control Village-wide operations under the most adverse circumstances. The Crisis Management Team must cooperate and work closely together to make decisions and direct the necessary actions of all Village departments.

The Emergency Operations Center is the primary direction and control facility for collecting recording, analyzing, authenticating, and retaining major emergency and disaster related information. This will include such information as damage assessments, evacuee lists, and casualty lists for EOC and field personnel. The EOC will be supported by a field command post. Personnel from departments operating at the scene of a major emergency or disaster will report to and coordinate their actions through the command post. All information collected at the EOC will be disseminated to EOC personnel, command post personnel, local, state, and federal government agencies, and other agency identified as having a vested interest in the incident. The EOC will be further supported by a media-briefing center

In media releases ask people to share emergency information with their neighbors, friends and colleagues, especially those who may have difficulty receiving and / or understanding the information.

Coordinate with the Access and Functional Needs Representative Village Administrator/Village Clerk or designee in the EOC so that product features include sending messages via:

- Deer Park Alerts/Civic Ready system
- Landline/Fax
- Cellular



- Social Media
- Text message
- E-Mail

Municipalities will establish their own EOCs for emergency operations. Representatives serve on the EOC Crisis Management Team to coordinate activities between county and municipal response and recovery elements. Municipalities impacted by a major incident must send a municipal liaison to serve on the Village Crisis Management Team.

During an actual or imminent major disaster, the Village President may issue a Declaration of a Local Emergency or Disaster or other protective action guidance. All executive proclamations issued by the Village Board Chairman shall indicate the nature of the disaster, the area or areas threatened, and the conditions creating the disaster or threat. The contents of such orders shall be promptly disseminated through the media.

Following the onset of an emergency when the Incident Commander determines the situation exceeds the capabilities in the field, he contacts the President to request implementation of the jurisdiction's emergency plan and activation of the EOC. Based on this request, the Village President will issue a Declaration of Emergency, which authorizes the activation of the jurisdiction's emergency plan, thereby implementing predetermined emergency procedures and allowing access to additional resources. The President, or his emergency interim successor functioning as the Principal Executive Officer, will be responsible for all emergency operations within the Village. The Incident Commander, responsible to the President, will serve as the lead agency for the community providing direction related to the mitigation of the incident.

Following the signing of the declaration, the Village Administrator or Clerk will attest to the signing and the declaration will be posted in the appropriate place designated by the jurisdiction for posting of legal documents. At this time the Village Administrator will notify members of the Crisis Management Team to assemble in the EOC.

Tactical decisions related to mitigation of the incident will be made by a unified command group functioning at a forward command post. Strategic decisions regarding the impact of the incident on the community at large, impacts on neighboring communities, and supporting the requests of the unified command group will be made in either the municipal or county emergency operating center (EOC).

The Village's response will take into account the special needs population of the village. Accommodations will be made for the population with special needs. These considerations include notification/communication, transportation needs, service animal accommodations, access to medications, refrigeration and back-up power locations.



Further operational procedures are confidential and kept in the Emergency Operation Center.

On Scene Incident Command

The Incident Command System will be used. The Incident Command System is a multi-discipline, multi-jurisdictional system in which responsibilities and duties of those persons holding key positions have been pre-designated. The system can expand or shrinking as the situation warrants.

Notification and Warning

Warning for an emergency requires action on two levels: warning officials and organizations and warning the general public. The extent and method of warnings issued will be determined by the Village President or their designee.

The Incident Commander and Crisis Management Team have the overall responsibility for coordinating the Village of Deer Park warning points.

In the event of a disaster which would render the EOC unusable, an alternate EOC would be established at one of the Agency's pre-identified alternate emergency operations centers. In the event that the primary EOC has been rendered unusable, the following location will be utilized as the alternate EOC site: The Barn at 23570 W. Cuba Rd, Deer Park, Illinois, or the Fire Station at 21970 Field Parkway, Deer Park

Warning of potential or actual disasters or emergencies can be received at both the primary and secondary warning points.

Government at all levels bears the responsibility of providing warning of impending emergencies or disasters. The federal government provides warning to states on threats that are national in scope while states provide warnings to local governments on statewide threats. County and municipal governments have the primary responsibilities of providing any warnings to the general public.

Warning will be made by the Crisis Management Team utilizing one or more of the available means of communications to inform and warn county officials, local governments, emergency responders, disaster organizations, other concerned agencies, and the public. Notification lists and phone numbers of key emergency personnel are maintained by both the primary warning point and EOC staff. The Village President and the CMT decide which personnel are notified depending on the emergency scenario. The systems available for warning are:

- Deer Park Alerts/Civic Ready system
- Landline/Fax
- Cellular
- Social Media



- Text message
- E-Mail

Annex Maintenance

The Village Clerk has the primary responsibility to maintain this annex. Emergency Operations Plan maintenance includes the annual review and periodic updating of the plan and its annexes. Additionally, the EOP Coordinator shall be responsible for overall document revision, publishing, distribution and document control. This includes the distribution of the plan and its updated sections as required. Distribution will be made in accordance with the distribution list identified within the Basic Plan.

Roles and Responsibilities

The following describes the functional roles and responsibilities of tasked personnel or organizations. The agencies listed will report to the EOC/alternate EOC when the EOC is being activated and their presence is needed.

The Village President has overall responsibility for command of emergency operations Department. The Village Administrator, assisted by the Crisis Management team is responsible for developing plans, coordinating operations, and assuring the EOC has the necessary supplies and equipment to support the requirements of the Crisis Management Team and support personnel.

The Lake County Sherriff will provide security and restrict access to the EOC upon activation. Only those personnel identified as members of the Crisis Management Team, their designees, support staff, and personnel authorized by the Village Administrator, Trustees, and the EOP Coordinator will be permitted access to the EOC.

In all cases, media releases are to be coordinated through the Public Information Officer and other response organizations within the EOC and on-scene to ensure accurate information is being disseminated. Additionally, all EOC personnel will maintain some type of significant events log, either electronically or written.

Members of the media will not be allowed access to the EOC. Security personnel at the entrance will direct media personnel to the Media Briefing Center (MBC) situated at the barn at 23570 W. Cuba Rd, Deer Park, Illinois. The Village PIO will coordinate all press releases among response organizations.

Village President

The Village President is the Chief Elective Officer and has overall responsibility for the protection of life and property and the provision of effective response and recovery operations.

EOP Coordinator

The Emergency Operations Plan(EOP) Coordinator has been identified as the Village official responsible for the development of disaster plans, and coordination of operations within the EOC.



Department Leaders

Department Heads/Directors or their designee(s) are responsible for the operations of their own departments and will function from the EOC during major emergencies or disasters to ensure overall coordination and maximum utilization of resources.

Crisis Management Team Members

Administration and Finance

The Village Administrator and the Village Treasurer are responsible for performing this function.

Alert and Notification

The Village Administrator and the CMT are responsible for performing this function. The purpose of the function is to provide for the prompt notification of Village of Deer Park departments and response personnel. Critical tasks include maintaining telephone call lists and making notifications as requested by the Lake County Sherriff's Department, Village President or EMA Director.

Communications

The EOP Coordinator and the CMT are responsible for performing this function. The purpose of this function is to provide for a coordinated method of inter-operation among various agencies and assigns responsibilities for emergency communication. Critical tasks include operation of the Deer Park public safety answering point, making departmental notifications as requested, and providing back up auxiliary communications (amateur radio operators).

Critical Infrastructure and Key Resource Restoration

The Village President and the CMT are responsible for performing this function. The purpose for the function is to provide for the prompt efficient restoration and operation of critical infrastructure including schools, medical facilities, banking institutions, governmental offices, etc. Critical tasks include liaising with representatives of critical infrastructure to determine resource needs to enable their operation to become functional again.

Damage Assessment

The EOP Coordinator and CMT are responsible for this function. The purpose of this function is to quickly assess the situation and determine the extent of damage and types of assistance that may be needed. Critical tasks include assessing storm ravaged properties for the degree of damages, completing FEMA and state approved damage assessment forms, and filing local damage assessment reports with the State of Illinois.

Debris Management

The EOP Coordinator and the CMT are responsible for this function. The purpose of the function is to provide for the prompt, efficient removal of debris as a result of natural or man-made disaster. Critical tasks include arranging for trucks, manpower and debris removal sites, including negotiating terms with the landfill operators.



Detection and Monitoring

The Village President and CMT are responsible in performing these functions and will ask assistance from the appropriate Fire, Police, Health or LCEMA agency. The purpose of the function is to detect and monitor situations detrimental to public health and safety. Critical tasks include the proper reporting of human infectious diseases, potential terrorist activity, severe weather, hazardous materials releases and foreign animal disease outbreaks.

Direction, Control and Coordination

The Village President, EOP Coordinator and Village Clerk are responsible for this function. The purpose of this function is to provide a framework for the operation of the Emergency Operations Center. Critical tasks include identifying Crisis Team members, activating and operating the EOC, and ensuring collaboration of information sharing.

Donation Management

The Village President and the Village Treasurer have the responsibility for performing this function. The purpose of the function is to provide for an organized means to receive donations. Critical tasks include contacting the Illinois Volunteer Organizations Active in Disaster (IL-VOAD) for assistance in donations management, coordinating with the American Red Cross in establishing distribution points, and coordinating with an outside fiduciary to manage monetary donations.

Emergency Public Information

The Village President and the Village Administrator share responsibility for performing this function based on the type of incident. This function may be delegated to a central PIO if one is established but, in all cases, the information is shared and collaborated among the positions sharing the responsibility. The purpose of the function is to handle inquiries and inform the public regarding incident specific details. Critical tasks include coordinating media releases with all stakeholders and first response agencies.

Energy and Utility Services

The Village President and CMT are responsible in performing these functions and will ask assistance from the appropriate Fire, Police, Health, Ela Township or LCEMA agency. The purpose of the function is to ensure a prompt, efficient restoration of utilities following a natural or man-made disaster. Critical tasks include maintaining a list of utility contacts, collaborating with utilities on critical infrastructure restorations, and integrating utilities into the EOC as appropriate.

Evacuation and Shelter-in-Place

The Village President and CMT are responsible in performing these functions and will ask assistance from the appropriate Fire, Police, Health, Ela Township or LCEMA agency. The Lake County Emergency Management Agency (LCEMA) is responsible for this task. The purpose of the task is to provide the guidance necessary on the initiation of the protective action recommendation of evacuating or sheltering-in-place portion(s) of the Village of Deer Park. Critical tasks include the coordination and mobilization of resources necessary to affect the protective action and communicating the protective action to the community.



Fatality Management and Mortuary Services

The Lake County Coroner is responsible for performing this task. The purpose of the function is to provide a system for the identification and proper disposition of all deceased victims of a disaster or mass casualty event. Critical tasks include conducting death investigations, notifying next of kin, and requesting mutual aid if needed.

Firefighting and Fire Protection

The Lake Zurich and/or Long Grove Fire Departments are responsible for performing this function. The purpose is to provide for the management of firefighting and rescue operations. Critical tasks include responding with personnel and equipment to direct fire and rescue operations, establish an incident commander, and determine a need for and assist in protective actions for response personnel and civilian populations.

Food, Water and Commodity Distribution (Human Services)

The Village President and CMT are responsible in performing these functions and will ask assistance from the appropriate Fire, Police, Health, Ela Township or LCEMA agency. The Lake County Emergency Management Agency (LCEMA) is responsible for performing this function. The purpose of the function is to provide for feeding individuals in shelters, mobile feeding, and bulk distribution of consumable commodities (water, toiletries, clean-up kits, etc.). Critical tasks include identifying mass care needs and coordinating with the Illinois VOAD, American Red Cross, Salvation Army, etc. to provide for the distribution of essential supplies.

Hazardous Materials

The Lake Zurich and/or Long Grove Fire Departments and Lake County Public health officials are responsible for this function. The purpose of the function is to provide for a safe, expeditious response to hazardous materials releases or accidents.

Information Collection, Analysis and Dissemination (Situational Awareness)

All Crisis Management Team members are responsible for this function. The purpose of the function is to allow for a singular common operating picture for the incident. Critical tasks include managing department personnel and obtaining departmental response actions, public inquiries etc. and briefing the Crisis Management Team members during regularly scheduled EOC briefings and ensuring that a unified consistent statement is coming from the EOC.

Law Enforcement

The Lake County Sherriff's Department is responsible for performing this function. The purpose of the function is to manage law enforcement resources and direct law enforcement activities. Critical tasks include directing and controlling traffic and access to emergency operations, providing security to protect public and private property, and conducting investigations into suspected criminal activities.

Mass Care and Sheltering

The LCEMA and the American Red Cross is responsible for performing this function. The purpose of the function is to provide for the feeding and sheltering of individuals impacted by a catastrophic event.



Critical tasks include providing temporary or permanent housing to individuals affected by an incident and operating a reception center to register individuals affected by an incident.

Mutual Aid

The Village Clerk and EOP Coordinator are responsible for this function. The purpose of the function is to ensure mutual aid agreements are in place prior to an incident to allow for an effective response once local resources are exhausted. Critical tasks include ensuring that current agreements are in place and activating the agreement once local resources are exhausted.

Private Sector Coordination

The Village President and the CMT is responsible for this function. The purpose of the function is to provide a means to request goods and services from the private sector businesses within the affected areas. Critical tasks include identifying businesses and points of contacts as potential suppliers of goods and services necessary to respond to a natural or man-made disaster and entering into agreements with those businesses prior to an incident.

Public Health and Medical Services

The Lake County Health Department, SLRCERT and local fire departments share responsibility for this function. For the Health Department, the purpose for this function is to provide for the detection, analysis, and protection from environmental health issues; addressing needs of citizens self-identifying as having a functional or access need; and coordinating with local hospitals and the State of Illinois Department of Public Health. Critical tasks include food sanitation inspections, septic sewer monitoring and compliance, and potable well water inspections; acting as a liaison for long term care facilities; and monitoring and reporting of infectious disease outbreaks. For the fire departments, the purpose of this function is to provide effective emergency medical services (EMS). Critical tasks include triaging, treating and transporting victims.

Public Works and Engineering

The Ela Township Highway Department and SLRCERT are responsible for performing this function. The purpose of this function is to ensure roadways remain usable during an incident. Critical tasks include debris removal, road repairs, detouring traffic, and assisting in transportation of personnel, equipment, or supplies.

Resource Management and Logistics (Incident and Needs Assessment)

The LCEMA is responsible for this function. The purpose of the function is to provide the proper coordination of all resources in Lake County which will be used during an emergency. Critical tasks include maintaining the county's resource list, mutual aid agreements, and memoranda of understating and memoranda of agreement; receiving resource requests from affected jurisdictions; and requesting unmet needed resource requests to the Illinois Emergency Management Agency.

Search and Rescue

The Lake County Sherriff's Office, Lake Zurich and/or Long Grove Fire Departments are primarily responsible for this function. The purpose of the function is to provide a systematic means to locate and



Annex 1- Direction, Control, and Coordination

rescue, if needed, missing individuals. Critical tasks include receiving a report of a missing person, investigate the credibility of the claim, and respond accordingly. In the case of structural collapse of a building(s) the fire department will assume the lead. In all other cases, the sheriff will assume the lead.

Volunteer Management

The EOP Coordinator and Village Clerk are responsible for this function. The purpose is to provide a means to manage both affiliated and unaffiliated volunteers.

Agriculture & Natural Resources

The EOP Coordinator and Deer Park Village Clerk share primary responsibility for performing this function. The purpose of the function is to ensure that impacts to agriculture and natural resources are effectively addressed. Critical tasks include reaching out to subject matter experts at the extension office, Illinois Department of Agriculture, and/or Illinois Department of Natural Resources for advice on handling the impact.

Transportation System & Resources

The Deer Park Village Clerk has primary responsibility for performing this function. The purpose of this function is to provide mass transportation services in an emergency. Critical tasks include keeping an up-to-date listing of transportation resources available within the County, and all hours contact information for requesting the resource.

Roles and Responsibilities Chart

P = Primary
S = Support

Position/Function	Village Pres.	Village Admin.	Village Clerk	Village Treasurer	EOP Coord.	CMT	LCEMA	South Lake County CERT	Lake County Sheriff Dept.	Fire Depts.	County Public Health	Red Cross	County Coroner	County Animal Control	Elk Township
Activity Need															
Administration and Finance		X		X											
Alert and Notification		X				X									
Communications					X	X									
Critical Infrastructure and Key Resource Restoration	X					X									
Damage Assessment						X			X	X					
Debris Management						X									X
Detection and Monitoring							X		X		X				
Direction, Control and Coordination	X		X		X										
Donation Management	X			X											
Emergency Public Information	X	X													
Information Collection, Analysis and Dissemination (Situational Awareness)						X									
Law Enforcement									X						
Mass Care and Sheltering							X					X			
Mutual Aid			X		X										
Private Sector Coordination	X					X									
Public Health and Medical Services								X		X	X				
Public Works and Engineering								X							X
Resource Management and Logistics (Incident and Needs Assessment)							X								
Search and Rescue									X	X					
Volunteer Management			X		X										
Agriculture and Natural Resources			X		X										
Transportation System and Resources			X												

See appendix for forms.



Annex 2

Communications

Purpose

This annex identifies the communication system assets available to the Village of Deer Park during a disaster. It provides for a coordinated method of interoperability among various agencies and assigns responsibilities for emergency communications.

Scope

The Communications Annex is an annex to the Deer Park Emergency Operations Plan. This annex outlines the means that the Village of Deer Park CMT will communicate in times of emergency.

Authority

Authorities and mutual aid agreements that may apply to this annex are listed in the Basic Plan under the "Authorities" or "Mutual Aid Agreements" section.

Situations

The Village of Deer Park contracts its emergency 911 service. Calls to the Lake County Sheriff's Department 911 Center will increase and may overwhelm the dispatch center. The 911 Center is supported by the Lake County EOP. As required during periods of emergency or high call volume, additional dispatchers may be added, or shifts may be lengthened to accommodate the increased workload generated by the emergency response.

In the event of excessive calls or 9-1-1 outage, automated systems in place on the computer aided dispatch terminals will automatically reroute emergency calls to alternate public safety answering points.

Redundant systems are in place to allow for alternate means of communication if the primary source is compromised.

Assumptions

The Lake County Sheriff's Department will be responsible for providing the initial law enforcement response to any major emergency or disaster occurring within the corporate limits of the Village. In the event that an emergency requires additional manpower and equipment, these resources will be available through NIPAS (Northern Illinois Police Alarm System) and through other mutual aid agreements. Additional support for special situations may also be obtained through State or Federal agencies.



Emergency communications assets are located at the Lake County Sherriff's 911 Center. The Deer Park Emergency Operations Center is (EOC) located at 23680 W. Cuba Rd, Deer Park, Illinois.

Additional communications resources may be requested through mutual aid or other resource request.

Concept of Operations

Multiple redundant communication systems are addressed in the in the Deer Park EOP

The Village contracts its 911 emergency service. This service is provided by the Lake County Sheriff's Department. The 911 center is supported by the Lake County EOP.

Under Illinois law, local government is ultimately responsible for the protection of life and property. In addition, the Village President is responsible for ensuring that disaster response and recovery operations are effective. Providing for the effective operation of a communications and warning system is one of those critical functions.

The Lake County 911 Center is the responsibility for the operation of Police, Fire/EMA, and Public Works, communications systems. The responsibility for the operation of the Fire communications system rests with the Lake Zurich Fire Rescue District, Long Grove, and Palatine.

In the event that additional assistance is needed in the Police Communications Center, Sheriff's dispatch personnel are supplemented during an emergency through callbacks. All Sheriff's personnel are issued pagers and are expected to answer callbacks. During times of emergency, off-duty personnel, holdovers, police officers, record clerks, or even dispatchers from neighboring communities might supplement Sheriff dispatch personnel. Fire Center Dispatchers are supplemented by off-duty personnel, firefighters assigned from the Fire Center host community, and by part-time dispatch personnel.

The primary public safety answering point in the Village is the Lake County Sheriff's Communications Center. The Center is staffed on a 24-hour basis, giving personnel access to all telephones, radios, computers, and related public safety communications equipment. The Police Communications Center has direct communications with Fire Center via a 911 tie line, radio, and a direct-connected telephone.

Dispatchers provide communication to elected community officials as directed by supervisory personnel. Village department heads and officials are contacted as needed via telephone from the Police Communications Center or from Fire Center.

The following is the line of succession of individuals with responsibility for coordination, control, and continuity of the Village's communications systems via Police Dispatch during an emergency.

- 1) Lake County Sheriff
- 2) Village Administrator

The following is the line of succession of individuals with responsibility for coordination, control, and continuity of the Fire Department's communications and warning systems during an emergency.



- 1) Fire Chief
- 2) Deputy Fire Chief

The primary emergency communications center is located at the Lake County 911 Dispatch Center 1303 N. Milwaukee Ave., Libertyville. The facility is equipped with several radio transmitters including 800 MHz and VHF frequencies: telephone switchboards, fax, cell phones.

Back up communication centers are located at the Lake Zurich Police 911 Dispatch Center, 200 Mohawk Trail, Lake Zurich, IL. In the event of 911 telephone operations, emergency calls are automatically rerouted to one of these other dispatch centers. Dispatch centers all have 24-hour back-up generator capabilities.

Communication assets include 800 MHz, VHF, and radio frequencies; landline, cellular and fax telephones.

Following receipt of an impending emergency or disaster impact, the Lake County 911 Dispatch Center 1303 N. Milwaukee Ave., Libertyville shall notify the Village Administrator as per their procedure. Village Administrator will ensure the notification of key county officials and other areas of concern. The Village President will determine the level of notification based on the severity of the emergency incident.

Following the determination that a major emergency or disaster situation has occurred, the closest available Unified Command Post vehicle and ITECS trailer may be requested. The request for these assets is done through the Lake County 911 Dispatch Center who forwards the request on to Lake County EMA. Lake County EMA will follow up with the request.

Logistical Support & Resource Requirements

Several layers of communications exist to back up primary communications within the Village. The Lake County Sheriff's Department has redundant features to ensure communications will be available to the residents of the Village of Deer Park. Communications will be made to the proper departments from the 911 dispatch center. The Village of Deer Park's EOC will have direct communication with the 911 center during an emergency. Other lines can be answered from other phones in the Village Hall if 911 communications are disrupted.

Police communications with surrounding communities is accomplished via the North Regional Telecommunications Network (NORCOM). This system allows simultaneous communications among the Police Departments.

Fire Department communications with surrounding communities are accomplished via two-way radio systems. Emergency communications for large incidents are coordinated by the Mutual Aid Box Alarm System, Division 4 over the Illinois Fire Emergency Radio Network (IFERN/ 154.265).

Emergency communications among the surrounding communities, Lake County, the Illinois State Police, and other non-NORCOM police units is accomplished via the Illinois State Police Emergency Radio Network (ISPERN). This system allows simultaneous communications between the County and affected communities during periods of emergency and disaster.



Communications will take into account the needs of people with disabilities, and accommodations will be made by the appropriate department the needs of the disabled population. Further operational procedures are confidential and kept in the 911 Dispatch Center SOPs/SOGs.

Annex Maintenance

The Deer Park Village Administrator Director has the primary responsibility to maintain this annex. Emergency Operations Plan maintenance includes the annual review and periodic updating of the plan and its annexes. Additionally, the Deer Park EOP Coordinator shall be responsible for overall document revision, publishing, distribution, and document control. This includes the distribution of the plan and its updated sections as required. Distribution will be made in accordance with the distribution list identified within the Basic Plan.

Functional Roles & Responsibilities

Back-up Communication Assets

Law enforcement agencies and Fire Departments have access to statewide interop channels.



Annex 3

Warning/Emergency Information

Purpose

The purpose of this annex is to identify the agencies of the Village of Deer Park government that are responsible for the operation of the warning system and to provide general guidelines to those charged with the implementation of the warning system.

Scope

The Warning and Emergency Information Annex is an annex to the Deer Park Emergency Operations Plan. This annex outlines the means, organizations, and processes by which Deer Park officials will coordinate the delivery of alerts and warning that provide the public with lifesaving information and instructions on actions to be taken for potential or actual emergencies.

Authority

Authorities and mutual aid agreements that may apply to this annex are listed in the Basic Plan under the "Authorities" or "Mutual Aid Agreements" section.

Situations

The Village of Deer Park is located in Lake County, which is in the northeastern part of the State of Illinois. Deer Park has a land area of 3.4 square miles. It is 34.4 miles northwest of the City of Chicago. The Village is a suburban community that has a population of Deer Park in the 2010 census is 3,200 people. The Deer Park business community consists of an office/medical banking campus, a shopping district also along Route 12 as well as Hotels and a conference center. Although there is no hospital within the Village, Good Shepherd Hospital, Northwest Community and Alexian Brothers Medical Center serve the community. The Village's proximity to Chicago, a national and global transportation hub, makes it accessible by various forms of transportation. Interstate 90, 53, E. J & E railroad, and the Union Pacific railroad lie to the west of the Village. Deer Park lies in the flight path of Chicago's Midway and O'Hare airport, as well as General Mitchell Airport in Milwaukee, Wisconsin and Chicago Executive Airport in Wheeling, Illinois.

Assumptions

During periods of emergency, the public needs and generally desires detailed information regarding protective action to be taken for minimizing loss of life and property. There are times, however, when disaster strikes without warning and the public information system cannot react rapidly enough to properly inform the public about the hazard. For this reason, it is important that prior to the occurrence of an emergency, the public should be made aware of potential hazards and the protective measures that can be employed.



Concept of Operations

Public warning must be carried out in a swift and timely manner ensuring announcements meet or exceed the National Incident Management System public information requirements.

The Lake County Sheriff Department is responsible for the receipt, analysis and dissemination of warning information to the public which may be issued prior to the activation of the Deer Park EOC. They are also responsible for the notification of department heads as outlined in their written and oral procedures.

Following an EOC activation, non-weather warning messages will be authorized by the Village Administrator or the Lake County Sheriff Department, prior to dissemination. Weather warning information will be issued through the National Weather Service.

The Lake County 911 Center is the responsibility for the operation of Police, Fire/EMA, and Public Works, communications systems. The responsibility for the operation of the Fire communications system rests with the Lake Zurich Fire Rescue District, Long Grove, and Palatine.

In the event that additional assistance is needed in the Police Communications Center, Sheriff's dispatch personnel are supplemented during an emergency through callbacks. All Sheriff's personnel are issued pagers and are expected to answer callbacks. During times of emergency, off-duty personnel, holdovers, police officers, record clerks, or even dispatchers from neighboring communities might supplement Sheriff dispatch personnel. Fire Center Dispatchers are supplemented by off-duty personnel, firefighters assigned from the Fire Center host community, and by part-time dispatch personnel.

The primary public safety answering point in the Village is the Lake County Sheriff's Communications Center. The Center is staffed on a 24-hour basis, giving personnel access to all telephones, radios, computers, and related public safety communications equipment. The Police Communications Center has direct communications with Fire Center via a 911 tie line, radio, and a direct-connected telephone.

Dispatchers provide communication to elected community officials as directed by supervisory personnel. Village department heads and officials are contacted as needed via telephone from the Police Communications Center or from Fire Center.

The following is the line of succession of individuals with responsibility for coordination, control, and continuity of the Village's communications systems via Police Dispatch during an emergency.

- 1) Lake County Sheriff
- 2) Village Administrator

The following is the line of succession of individuals with responsibility for coordination, control, and continuity of the Fire Department's communications and warning systems during an emergency.

- 1) Fire Chief
- 2) Deputy Fire Chief

Several layers of communications exist to backup primary communications within the Village. The Lake County Sheriff's Department has redundant features to ensure communications will be available to the residents of the Village of Deer Park. Communications will be made to the proper departments from the



911 dispatch center. The Village of Deer Park's EOC will have direct communication with the 911 center during an emergency. Other lines can be answered from other phones in the Village Hall if 911 communications are disrupted.

Police communications with surrounding communities is accomplished via the North Regional Telecommunications Network (NORCOM). This system allows simultaneous communications among the Police Departments.

Fire Department communications with surrounding communities are accomplished via two-way radio systems. Emergency communications for large incidents are coordinated by the Mutual Aid Box Alarm System, Division 4 over the Illinois Fire Emergency Radio Network (IFERN/ 154.265).

Emergency communications among the surrounding communities, Lake County, the Illinois State Police, and other non-NORCOM police units is accomplished via the Illinois State Police Emergency Radio Network (ISPERN). This system allows simultaneous communications between the County and affected communities during periods of emergency and disaster.

Communications will take into account the needs of people with disabilities, and accommodations will be made by the appropriate department the needs of the disabled population. Further operational procedures are confidential and kept in the 911 Dispatch Center SOPs/SOGs.

Logistical Support & Resource Requirements

Incident specific warning/emergency information is disseminated through either the Village Administrator, Lake County Sheriff's Department, the Village Board President, or the Public Health Administrator's office. For broad incidents, the Village Board President will designate a single point of contact for providing the emergency information.

Warning/emergency information may be disseminated using one or more of the following: Deer Park CivicReady Emergency alerts system, emergency outdoor warning sirens, NOAA weather radio, reverse notification, radio override, the Integrated Public Alert and Warning System including wireless emergency alerts.

Annex Maintenance, Evaluation and Revision

The Village Administrator has the primary responsibility to maintain this annex. Emergency Operations Plan maintenance includes the annual review and periodic updating of the plan and its annexes. Additionally, the EOP Coordinator shall be responsible for overall document revision, publishing, distribution, and document control. This includes the distribution of the plan and its updated sections as required. Distribution will be made in accordance with the distribution list identified within the Basic Plan.

Functional Roles and Responsibilities

Dispatch Center

Telecommunicators are responsible for receiving the initial notification of an emergency incident via telephone, radio traffic, or other means. Based on internal policies and procedures established by the



DEER PARK

Annex 3- Warning/Emergency Information

Lake County Sheriff's Department, the telecommunicator notifies required personnel including the patrol supervisor.

Police Chief

The Lake County Sheriff can authorize the dissemination of any emergency notification he/she deems necessary provided it falls within the scope of his legal authorities.

Health Department Administrator

The Lake County Health Department Administrator may authorize warning/emergency information messaging for public health related incidents utilizing departmental written or oral policies and procedures. The Lake County Health Department Administrator may request the Deer Park Village Administrator to send the message utilizing one or more of the methods identified under Concept of Operations.

Village Board Chairman

The Deer Park Village President is responsible for the protection of life and property and to ensure that the disaster response is effective. The Village Board President will ensure that systems are in place to allow for emergency/public information dissemination.

Annex 4

Public Information

Purpose

The purpose of this annex is to identify the individuals and/or agencies of the Village of Deer Park government that are responsible for the accurate dissemination of public information and to provide general guidelines to those charged with the implementation of this annex.

Scope

The Public Information Annex is an annex to the Deer Park Emergency Operations Plan. This annex outlines the means, organizations, and processes by which Deer Park will coordinate the delivery of prompt, reliable and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken and the assistance being made available, as appropriate.

Authority

Authorities and mutual aid agreements that may apply to this annex are listed in the Basic Plan under the “Authorities” or “Mutual Aid Agreements” section.

Situations

During emergency events and incidents, providing timely, accurate, and useful information and instructions to area residents is a vital function of Deer Park government.

Public information for isolated or small incidents is generally handled by the jurisdiction having authority. For Deer Park, the Village Administrator, Board President, Lake County Sherriff Department, or the Public Health Administrator will handle the dissemination of public information.

Assumptions

During periods of emergency, the public needs and generally desires detailed information regarding what is happening; what the response organizations are doing to mitigate the emergency event; and what the public should do for their safety.

The public’s use of social media platforms allows them to communicate with varying degrees of accurate information; in some cases, posting inaccurate, insensitive, or exaggerated statements- requiring the use of some sort of rumor control monitoring.

There are times, however, when disaster strikes without warning and the public information system cannot react rapidly enough to properly inform the public about the hazard.



Concept of Operations

The Deer Park Village President is responsible for the protection of life and property and to ensure that the disaster response is effective. Public information must be carried out in a swift and timely manner.

During times of major emergency or in case of a specialized situation, such as hazardous materials incident, Public Information Officers from the State and Federal governments or other industry subject matter experts may be available to assist in presenting technical or higher-level information.

The Deer Park EOC shall be the central location for the direction and control of emergency public information. The Village President or his/her alternate, and Public Information Officer shall coordinate media releases with all other Village department heads, and to the extent necessary, State, federal, corporate and subject matter experts to ensure the timely and accurate release of information to the public. Information will be provided to the public and media as soon as practicable.

The Public Information Officer (PIO) shall oversee all information available to the media to prevent erroneous and misleading information from being broadcasted to the public. The Pio shall be responsible for monitoring public communications media to determine the quality of news and official information being broadcast to the general public.

The PIO will coordinate rumor control. Village employees or other EMA volunteers not directly involved in disaster response may be recruited to assist in answering and addressing rumor control. The PIO shall be responsible for developing pre-emergency public information materials aimed at educating residents of possible hazards, health risks and proper response to various hazards.

The Public Information Officer shall also be responsible for maintaining up-to-date listings of media outlets for use in emergencies.

Following the declaration of a local disaster emergency, a Joint Information Center (JIC) may be established within the Vehe Barn at 23680 West Cuba Rd, Deer Park. Members of the media will be encouraged to report to this facility to receive information regarding the Village’s disaster response operations. The Joint Information Center will serve as the “official source” for Village government information about the emergency.

Emergency public notifications systems will take into account the cultural and linguistic needs of people along with consideration of disabilities, and accommodations will be made by the appropriate department the needs of the disabled population. Further operational procedures are confidential and kept in the Village’s PIO SOPs/SOGs.

There may be more than one news center may be established following a disaster, there will be only one main coordination and release site at any given time during the disaster response and recovery period to ensure accurate and timely dissemination of all information to the public and the media. To the maximum extent possible municipal, county, state, federal, and private information will be coordinated prior to its release.

Only the Lake County Coroner will release the numbers of fatalities and the identification of the deceased. The President should approve all official information being released to the media prior to release. Official information will be released at the Media Briefing Center (MBC).



The Forward Media Center (FMC) will respond to media requests for statements to the extent the Public Information Officer (PIO) at the Media Briefing Center has previously approved. The Emergency Public Information System will activate one or more of the following facilities to accomplish its mission. These facilities include:

Emergency Operating Center - PIO Desk This position is located in the municipal EOC and will provide the PIO with access to the municipal Crisis Management Team and updated intelligence regarding the emergency/disaster. While activated, all official media releases issued by the municipality will be cleared through this position. The individual at this location will have primary responsibility for interfacing with the public information officers) of the adjacent stricken jurisdictions, Lake County EMA and IEMA.

Citizen Information Center - This facility will be established in cooperation with the stricken jurisdiction(s) and LCEMA. The facility is basically a telephone bank where residents and concerned citizens can call to obtain factual information as well as be directed to areas where they can receive assistance. Personnel from the stricken jurisdictions should staff this facility jointly. The Village's response will take into account the special needs population of the village. Accommodations will be made for the population with special needs. These considerations include notification/communication, transportation needs, service animal accommodations, access to medications, refrigeration and back –up power locations.

Forward Media Center - This facility will be located near the Forward Command Post, near the incident or disaster site. The location of this facility will be coordinated with the stricken jurisdiction and should be staffed by public information personnel from the County, the stricken jurisdiction, and the Incident Commander's public information spokesperson, and the affected facility - if appropriate. Information released from this facility will be coordinated with the municipal, LCEMA and IEMA.

Joint Information Center (JIC) - In the event of a multi-jurisdictional disaster, or if state or federal agencies become involved in the incident, a JIC will be established. The JIC is a physical location where Public Information Officers from the involved response and recovery agencies come together to ensure coordination of information to be released to the media and the public. This center becomes the central point for media access to the latest developments and emergency information. All information released is coordinated among the departments and agencies involved to assure its consistency and accuracy. The stricken jurisdiction (s), county, state and federal agencies will agree upon the location of this facility.

Logistical Support & Resource Requirements

The Village President, along with any number of Village departments, the Public Information Officer (if designated), and local state and federal partners are tasked with providing a unified and accurate message. To accomplish this, a Joint information Center may be established.

Annex Maintenance

The Village Administrator has the primary responsibility to maintain this annex. Emergency Operations Plan maintenance includes the annual review and periodic updating of the plan and its annexes. Additionally, the EOC Coordinator shall be responsible for overall document revision, publishing, distribution and document control. This includes the distribution of the plan and its updated sections as required. Distribution will be made in accordance with the distribution list identified within the Basic Plan.



Functional Roles and Responsibilities

Public Information Officer

The Village Administrator, Village President, Lake County Sherriff, or Public Health Administrator may act as the Village PIO in response to an emergency incident. When the size or complexity of an incident requires a dedicated PIO, the Village President will direct another Village departmental PIO or volunteer to report to the EOC to act as the EOC's Public Information Officer

The PIO is responsible for coordinating information gathering and production, rumor control, public inquiries and media relations. The PIO is also responsible for providing media updates regarding the Village's response activities and recovery efforts.

The PIO will determine the need for and assign a social media PIO whose sole task is to monitor social media outlets and community websites to monitor the incident and report back to the PIO.

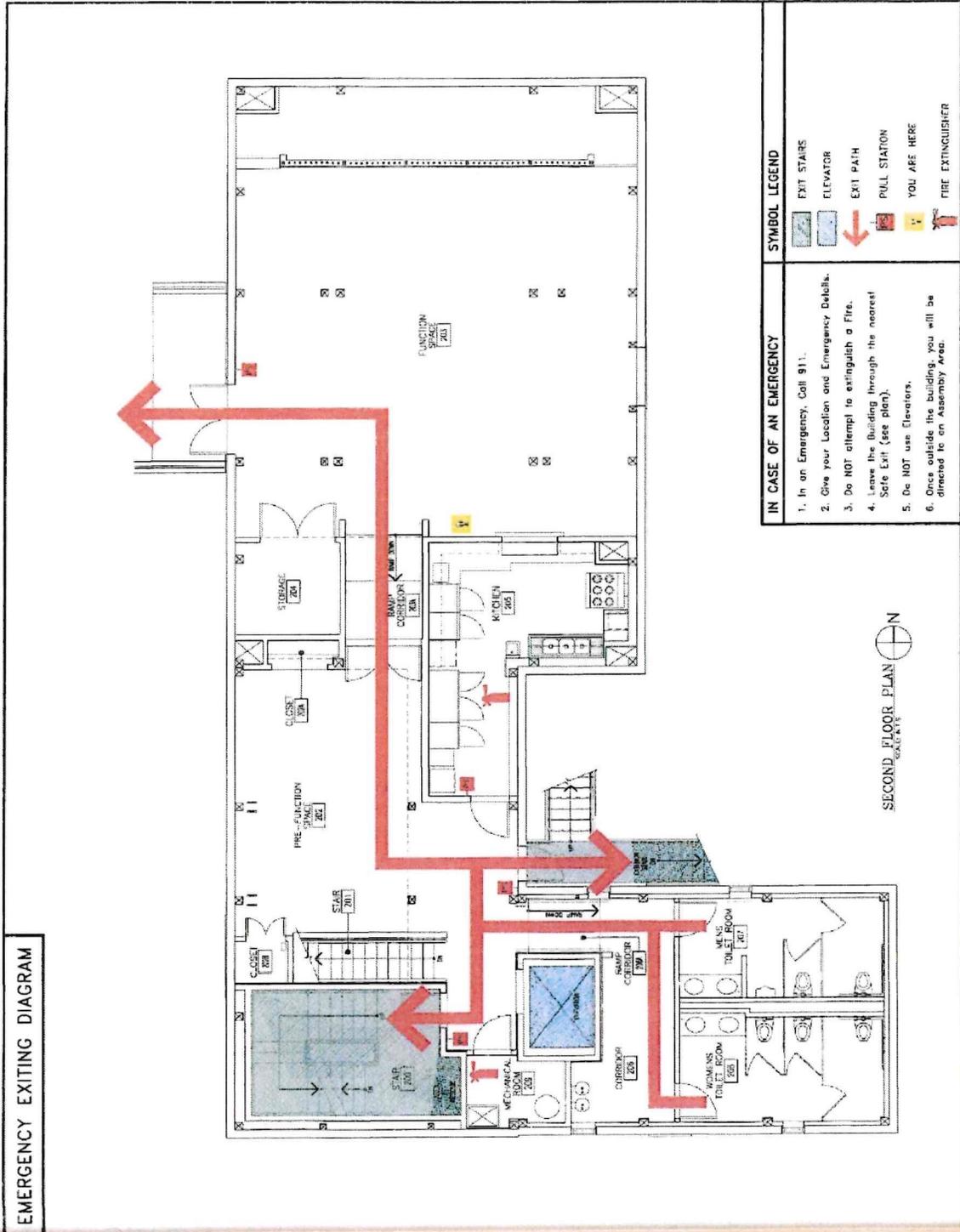
In addition to the JIC, the Village Administrator may make the determination that a public information center may need to be established closer to the incident site to allow for the dissemination of accurate response/recovery operations information to those affected by the incident.

Village Board President

The Village Administrator is the official Public Information Officer for the Village. The Village Board President may delegate that authority to other individual(s) if deemed necessary.

The Village Board President shall be responsible for the issuance, or at a minimum, the approval of all media statements regarding Village emergency operations.

Map of Media briefing center, 2nd floor, Vehe Barn





Annex 5

Disaster Intelligence and Damage Assessment

Purpose

The purpose of this annex is to identify the agencies of the Village of Deer Park that are responsible for implementing the damage assessment function, to specify responsibilities and ensure the availability of proper expertise to assess the extent of damage resulting from a disaster.

Scope

The Disaster Intelligence and Damage Assessment Annex is an annex to the Deer Park Emergency Operations Plan. This annex outlines the means Deer Park will use to coordinate timely, accurate and actionable information resulting from the identification, planning, collection, processing, analysis, evaluation, and dissemination of information among government or private sector entities, as appropriate.

Authority

Authorities and mutual aid agreements that may apply to this annex are listed in the Basic Plan under the “Authorities” or “Mutual Aid Agreements” section.

Situations

The Village of Deer Park is exposed to many hazardous possibilities, many of which have the potential to disrupt the community, cause extensive damage, and create casualties. If excessive damage occurs, a planned damage assessment procedure is a must for recovery operations.

Assumptions

Quick and accurate assessments of damage to private and public property will be of major concern following a disaster or emergency. This will have a vital bearing upon the way recovery operations is affected in the Village of Deer Park. Local fire departments and law enforcement agencies have the training and equipment for many situations. The State and Federal Government will aid in developing reports for requests for disaster declarations.

Concept of Operations

The Village President by law is responsible for enacting disaster response and recovery operations. Trained assessment team(s) will be available to make a preliminary damage assessment. These teams will perform onsite evaluations and report their findings to the EOC.



Annex 5 – Disaster Intelligence/Damage Assessment

- Disaster intelligence should be reported to the Deer Park Village President through the appropriate Crisis Management Team liaison if it has been activated. The status of the disaster response as well as the status of critical infrastructure and key resources should be reported.

The EOC Coordinator is responsible for developing an Information Collection Plan and communicating that to the entire Crisis Management Team. The plan will list the types of information being requested and from what agencies. The Information Collection Plan will list the community lifeline component and sub-component; proposed methodology for collecting and evaluating the information; responsible element or authoritative source; time allotted for completion; and distribution. The Crisis Management Team will collect the information requested and report back to the EOC Coordinator or Situation Unit (if established).

The Deer Park CMT will determine the impacts to community lifelines along with actions being taken, limiting factors and an estimated time to condition change or re-establishment of the lifeline. For purposes of documentation, ICS Form 209a Incident Status Summary should be completed.

The Deer Park Village President is ultimately responsible for conducting damage assessment following an incident. The Village CMT shares the responsibility for developing and operating the emergency damage assessment program.

Upon request by the Village President, a primary damage assessment will be conducted by the Deer Park CMT damage assessment team as soon as the area is deemed safe and it is practical to complete. The purpose of this survey will be to identify the extent of damage to structures, roads, and the Deer Park Village infrastructure. This damage assessment should provide the data needed to complete IEMA's Damage Assessment Estimates. This assessment is not intended to produce detailed dollar estimates.

Assessments of damage to Village and township roads and bridges will be conducted by the Ela Township Highway Department and will be reported to the Village EOC.

Assessments of local public critical infrastructure will be conducted by the authority having jurisdiction.

Additional damage assessment teams may be requested from surrounding communities or from Lake County EMA.

The Village Administrator will be responsible for filing the preliminary damage assessment report with Lake County EMA as soon as possible after the disaster impact.

Logistical Support & Resource Requirements

Disaster intelligence and damage assessments are received in the EOC. Every activated member of the Crisis Management team is responsible for gathering disaster intelligence and sharing it (to the extent possible) with the other members of the team. Information sharing may include one or more of the following: orally, utilizing periodic EOC briefs; written, in the form of emails or message forms; or electronically in the form of a SharePoint site, WebEOC, or email.



Annex 5 – Disaster Intelligence/Damage Assessment

Damage assessment may be completed electronically utilizing GIS programs or manually using IEMA/FEMA approved damage assessment forms.

In all cases, Crisis Management Team members will document all actions taken, questions received, and answers given on either a designated Share Point site or on paper forms.

Annex Maintenance

The Village Administrator has the primary responsibility to maintain this annex. Emergency Operations Plan maintenance includes the annual review and periodic updating of the plan and its annexes. Additionally, the EOC Coordinator shall be responsible for overall document revision, publishing, distribution, and document control. This includes the distribution of the plan and its updated sections as required. Distribution will be made in accordance with the distribution list identified within the Basic Plan.

Functional Roles and Responsibilities

Village President

The Village President has the ultimate responsibility to ensure that damage assessment is completed in a reasonable and short amount of time. With the assistance of the Village CMT, the Village Administrator will process and analyze the damage assessment data to begin development of an incident specific recovery plan. The EOC Coordinator will be the primary link to the Illinois Emergency Management Agency. The EOC Coordinator will coordinate damage assessment with local Incident Command Post(s) to ensure their awareness of field conditions.

EOC Coordinator

The EOC Coordinator will develop the Information Collection Plan and determine the schedule and frequency of disaster intelligence updates whereby members of the Crisis Management Team will update the entire EOC on the status of their operational response and recovery efforts. Based on the updates provided, the EOC Coordinator will analyze the information and make response/recovery recommendations to the Village Board President and Village Administrator. Disaster Intelligence is to be communicated internally and externally with community stakeholders (higher, laterally, and to subordinates) using any one or combination of available means to ensure a consistent common operating picture.

Crisis Management Team

The Crisis Management Team is tasked with gathering field intelligence from within their discipline. They in turn will update the Village President and other municipal liaisons during the regularly scheduled EOC briefings or sooner if the situation warrants. After the EOC brief, the Crisis Management Team will update their individual disciplines in the field- ensuring a common operating picture for all involved.

See Appex for forms



Annex 6

Evacuation and Population Protection

Purpose

The purpose of this annex is to identify the agencies that would be involved in coordinating an evacuation effort, and to identify possible evacuation routes and temporary relocation centers for residents of the Village.

Scope

The Disaster Evacuation and Population Protection Annex is an annex to the Deer Park Emergency Operations Plan. This annex outlines the means the village of Deer Park will use to coordinate the evacuation and movement of people to a safe area or instruct the public to shelter in place when conditions require immediate protection for potential or actual emergencies.

Authority

Authorities and mutual aid agreements that may apply to this annex are listed in the Basic Plan under the “Authorities” or “Mutual Aid Agreements” section.

Situations

Hazards exist within the Village of Deer Park in the forms of transportation, health care and construction use where evacuation or shelter in place protective actions may be warranted.

Assumptions

Lake Zurich, Long Grove, and Palatine Fire Departments have a general knowledge of their regular patients that may require additional assistance in the event of a protective action recommendation.

Concept of Operations

The protection of the population of the community residents during periods of emergency or following a disaster may be accomplished in one of the following ways:

Shelter in Place - Occupants of structures will be advised to remain indoors and to close windows and doors and shut down outside ventilation equipment. This method will be utilized if a hazard is present and area residents will be placed at more risk by their movement’s outdoors.

Limited Evacuation - Occupants of a small area, probably less than a square block, need to be relocated due to the hazard present.



General Evacuation - A large area or the entire community needs to be evacuated. The type of protective action, and the area to be included in the recommendation will be based on the nature and extent of the hazard and the potential to harm area residents.

The Incident Commander based on his/her authority, without coordination with the Village President, can initiate issuance of a “Shelter-in-Place” or “Limited Evacuation” recommendation. This recommendation would be used for small incidents such as a structure fire, small hazardous materials leak, or a crime scene.

Issuance of a “General Evacuation” recommendation requires a formal Declaration of Emergency by the Village President.

The Village President is responsible for making a protective action recommendation within the corporate boundaries of the Village of Deer Park. If the recommendation will affect an adjoining municipality or the unincorporated area of the County, the recommendation should be coordinated with the adjacent municipality and/or the County.

The Lake County EMA and IEMA will be notified, as soon as practically possible, that a “shelter-in-place” or “evacuation” recommendation has been made.

If recommended, “general evacuations” will be conducted based on the following stages:

- | | |
|----------------|---|
| Level 1 | Prevent access to those without official business (curious, sightseers, etc.) |
| Level 2 | Evacuate residents |
| Level 3 | Evacuate support personnel and the media |
| Level 4 | Evacuate all but necessary workers |
| Level 5 | Total evacuation |

The Deer Park Village President is responsible for the protection of life and property. He or she is also responsible for ensuring that disaster response and recovery operations are effective. Ensuring the safety of the public during times of an emergency or disaster is one of their critical functions.

The Village President is responsible for recommending protective actions like evacuation and shelter in place decisions for large scale events. The Lake County Sherriff or local Fire Departments may institute a smaller evacuation or shelter in place recommendation in the event of a smaller scale event. Police enforcement, fire, and other personnel will provide safe evacuation routes and traffic control to ensure and assist the safety of evacuees during an evacuation. The Ela Township Highway Department will be responsible for barricades and directional signs upon request from the Lake County Sherriff Department, or fire departments. Additionally, the Ela township Highway Department shall assist in maintaining clear roadways during an evacuation.

Lake County Sherriff Department will coordinate transportation of emergency workers, as required, to and from risk areas. The American Red Cross will coordinate the relocation of essential resources, when needed, for staging and/or reception areas.



Annex 6 – Evacuation & Population Protection

The EOP Coordinator shall be responsible for establishing contact with the American Red Cross and the mutual establishment of reception centers and/or congregate lodging facilities. Please refer to Annex 7 for additional information on shelter facilities and programs.

Notification of community residents of the recommended protective action will be the responsibility of the Village Administrator. Notification will be accomplished through the following methods: CodeRed, Phone and / or door – to door.

The Village of Deer Park Emergency Management Agency Coordinator and Lake County Sheriff's office will be responsible for the safe and orderly evacuation of the public.

While it is anticipated that most residents will use privately owned vehicles, should an evacuation be recommended, it is recognized that others will need transportation. The Village of Deer Park is responsible for coordinating transportation for the special needs population within the community. Ela Township have accesses to busses and other means of transportation. The Village will coordinate with the township to provide transportation if necessary. Evacuations will take into account the needs of people with disabilities, and accommodations will be made by the appropriate department for the needs of the disabled population and service animals. If it appears that a shelter will be needed outside the community, the EOP Coordinator will coordinate the opening of that facility with the Lake County EMA and IEMA.

Following the completion of an evacuation, traffic control posts will be converted to access control posts. The Lake County Sheriff's Department is tasked with providing security for the evacuated area, traffic and crowd control. Only emergency response personnel will be permitted into the evacuated area.

The Lake County Sheriff's Department is tasked with maintaining primary and alternate evacuation routes in an open and passable condition.

A recommendation to re-enter an affected area will be forwarded to the Village President by the Incident Commander. This recommendation will be made in cooperation with supporting agency officials involved in the incident. If a reentry recommendation is made from a higher level of government (County, State, or Federal) verification of that recommendation will be made, prior to an announcement being made.

The announcement to re-enter an evacuated area will be announced by the Village President. If the evacuated area includes portions of a neighboring municipality or the unincorporated County, the reentry recommendation will be coordinated with the appropriate Village President and/or the Lake County Board President.

Following a general evacuation, reentry to an affected area will be allowed based on the following stages:

- Level 4** Emergency workers only
- Level 3** Damage assessment personnel and escorted media
- Level 2** Utility workers and escorted media
- Level 1** Residents, property owners, and unrestricted media
- Level 0** Unrestricted re-entry



Further operational procedures are confidential and kept in the Village Departments SOPs/SOGs.

DIRECTION AND CONTROL

By Illinois law, the President of the Village of Deer Park is ultimately responsible for the protection of life and property. He is also responsible for ensuring that evacuation operations are effective. Ensuring the safety of the community population during an evacuation is one of those critical functions.

Within the Village of Deer Park, the President is the official responsible for recommending the implementation of a “General Evacuation” for the Village. If a disaster is wide-spread and extends into the unincorporated portions of the Village, the Director of LCEMA through the Lake County President is responsible for the recommending the implementation of a General Evacuation for those unincorporated areas.

The Village of Deer Park Emergency Operation Center will be the direction and control point for all major decisions concerning evacuation. The Village President will direct the major evacuation effort from this facility. Communications to the public will be accomplished through the use of mobile units and local media.

ACCESS AND FUNCTIONAL NEEDS

The Village of Deer Park must ensure that Evacuation Emergency Operations Plans (EOPs) account for needs of people with access and functional needs. This is done with input from people with access and functional needs. This includes the following when conducting evacuation planning:

1. Likely evacuation events identified and analyzed
2. Transportation asset inventory is complete and updated every 12 months including providers with capacity to evacuate people with disabilities and others with access and functional needs from facilities (schools, medical facilities, neighborhoods, and congregate care facilities) to include transit and non-traditional fleets that include:
 - a. Fixed-route buses
 - b. ADA mandated para-transit systems
 - c. Dial-A-Rides
 - d. Disability and senior transportation service providers
 - e. Taxi systems
 - f. Non-medical emergency vans / ambulances
 - g. School district transportation systems
 - h. Colleges / universities transportation services
 - i. Car rentals / shuttle buses / vans
 - j. Healthcare center vendors



Logistical Support & Resource Requirements

The Village CMT is responsible for all Logistical Support.

In all cases, Crisis Management Team members will document all actions taken, questions received, and answers given on either a designated Share Point site or on paper forms.

Annex Maintenance

The Village Administrator has the primary responsibility to maintain this annex. Emergency Operations Plan maintenance includes the annual review and periodic updating of the plan and its annexes. Additionally, the EOP Coordinator shall be responsible for overall document revision, publishing, distribution and document control. This includes the distribution of the plan and its updated sections as required. Distribution will be made in accordance with the distribution list identified within the Basic Plan.

Functional Roles and Responsibilities

Village President

The Village President is responsible for initiating a general evacuation or shelter in place recommendation within Village. The Village President will coordinate with various members of the EOC staff prior to making the protective action recommendation. After consultation with EOC staff, the Village President will authorize the messaging ordering the evacuation or shelter in place and direct evacuation operations with the assistance of EOC staff.

Lake Zurich, or Long Grove

In the case of a structure fire, hazardous material incident, or crime scene, the involved Fire Department may issue a limited protective action recommendation without the coordination with the Village Board Chairman. The involved Fire Department will also coordinate the law enforcement assets needed to complete the recommendation.

Village EOP Coordinator

The Village EOP Coordinator is responsible for coordinating all the necessary input from the EOC staff to allow the Village President to make an effective decision as it relates to protective action recommendations. The EOP Coordinator, Village President, Lake County Sherriff Department, and the Ela Township Highway Department will craft the protective action messaging and determine the mean(s) to disseminate the message. In the case of limited protective action recommendations, the EOC will coordinate, as necessary.

Ela Township Highway Department

Ela Township Highway department will provide equipment necessary to assist in traffic management and maintaining clear and accessible roads.

Annex 7

Mass Care

Purpose

The purpose of this plan is to provide for the maximum protection from the effects of any hazard for as many Deer Park residents as may require assistance.

Scope

The Mass Care Annex is an annex to the Deer Park Emergency Operations Plan. This annex outlines the means Deer Park will use to coordinate life sustaining and human services to the affected population, to include hydration, feeding, sheltering, evacuee support, reunification and distribution of emergency supplies and other essential support needs to people displaced from their homes because of a disaster situation.

Authority

Authorities and mutual aid agreements that may apply to this annex are listed in the Basic Plan under the “Authorities” or “Mutual Aid Agreements” section.

Situations

In the event of a major emergency or disaster, many residents of Deer Park who would not normally be clients of local social services organizations may require some form of assistance including temporary shelter or permanent housing.

Assumptions

Emergency assistance from the American Red Cross may be available to residents and service animals of the Village of Deer Park. In the event of an emergency or disaster, spontaneous evacuation will lessen the need for the community to provide congregate care to facilities. Studies have shown that residents will relocate with nearby families, friends or neighbors. As a result, there may be a need for fewer shelter spaces. In the event of a large-scale emergency or a virus associated pandemic.

Concept of Operations

By Illinois law, local government is ultimately responsible for the protection of life and property.

The Village CMT will coordinate with human service providers such as the American Red Cross, Salvation Army, church groups, township supervisors and other human service providers for this function.

The Lake County EMA and the American Red Cross have been identified as lead agencies charged with developing and coordinating the operations of shelters in disaster-affected communities. The Lake



Annex 7 – Mass Care

County Emergency Management Agency, and the Red Cross will collaboratively establish the need for and communicate decisions to all stakeholders on sheltering in-place and the opening and closing of shelters.

The responsibility for the provision of mass care is jointly shared between the Jurisdiction and the Lake County Bureau of Administration. The Village's response will take into account the needs of people with disabilities, and accommodations will be made by the Village to accommodate needs of the disabled population and their service animals.

The President for the Village of Deer Park will rapidly determine if the mass care needs of the community can be managed with the resources available to the community. If municipal resources are not sufficient to meet the emergency needs, the President will forward those needs to the County EOC.

Once the mass care system is activated at the county/state level, the Bureau of Administration representative, in the County EOC, will coordinate with the Mass Care Coordinator in the stricken jurisdiction(s) to determine the level of activation required. Lake County EMA and IEMA will help activate the appropriate disaster relief center(s) (DRC) and help provide adequate resources to manage the facility(s). The Village of Deer Park ESDA Coordinator will report to the Village EOC for coordination of the Village mass care operations.

Disaster relief centers will be opened as close as possible to the affected area, but safely away from hazards that may exist from the disaster. In the event that the disaster affects multiple jurisdictions, a regional center will be activated. Affected residents will be directed to the center(s) by emergency response personnel or via information released to the media. Disaster relief centers will be operated in accordance with established standard operating procedures (SOPs).

Amateur radio operators can be sent to each relief center and will be responsible for transmitting data, contained in the sheltered registration form, from the relief center to the Local and County EOC. This data will be entered into the DMIS computer system and made available, to stricken municipalities, as part of the Disaster Welfare Inquiry system. The release of information to the media regarding operation of a DRC or the mass care system in total will be coordinated between the County's Bureau of Administration, municipal Mass Care Coordinator, and the municipal and county Public Information Officers.

Lake County Bureau of Administration personnel will coordinate with the LCEMA and IEMA as well as the Salvation Army and Red Cross to provide needed supplies and food to support the mass care operation.

Mass Care encompasses:

Shelter - The provision of emergency shelter for displaced victims includes the use of pre-identified shelter sites in existing structures, creation of temporary facilities such as tent cities, or the temporary construction of shelters; and use of similar facilities outside the disaster-affected area, should evacuation become necessary.

Feeding - The provision for feeding disaster victims and emergency workers through a combination of fixed sites, mobile feeding units, and bulk food distribution.

Emergency first aid - Emergency first aid services will be provided to disaster victims and workers



Annex 7 – Mass Care

at mass care facilities and at designated sites within the affected area. This emergency first aid service will be supplemental to emergency health and medical services established to meet the needs of disaster victims.

Disaster welfare information - Disaster welfare information regarding individuals residing within the affected area will be collected and provided to immediate family members outside the affected area by the DWI system. Disaster welfare information will also be provided to aid in reunification of family members within the affected area who were separated at the time of the disaster.

Bulk distribution of emergency relief items - Sites will be established within the affected area for distribution of emergency relief items. The bulk distribution of these relief items will be determined by the requirement to meet urgent needs of disaster victims for essential items.

The responsibility for the provision of mass care is jointly shared between the Jurisdiction and the Lake County Bureau of Administration. The Village's response will take into account the needs of people with disabilities, and accommodations will be made by the Village to accommodate needs of the disabled population and their service animals.

The President for the Village of Deer Park will rapidly determine if the mass care needs of the community can be managed with the resources available to the community. If municipal resources are not sufficient to meet the emergency needs, the President will forward those needs to the County EOC.

Once the mass care system is activated at the county/state level, the Bureau of Administration representative, in the County EOC, will coordinate with the Mass Care Coordinator in the stricken jurisdiction(s) to determine the level of activation required. Lake County EMA and IEMA will help activate the appropriate disaster relief center(s) (DRC) and help provide adequate resources to manage the facility(s). The Village of Deer Park ESDA Coordinator will report to the Village EOC for coordination of the Village mass care operations.

Disaster relief centers will be opened as close as possible to the affected area, but safely away from hazards that may exist from the disaster. In the event that the disaster affects multiple jurisdictions, a regional center will be activated. Affected residents will be directed to the center(s) by emergency response personnel or via information released to the media. Disaster relief centers will be operated in accordance with established standard operating procedures (SOPs).

Amateur radio operators can be sent to each relief center and will be responsible for transmitting data, contained in the sheltered registration form, from the relief center to the Local and County EOC. This data will be entered into the DMIS computer system and made available, to stricken municipalities, as part of the Disaster Welfare Inquiry system. The release of information to the media regarding operation of a DRC or the mass care system in total will be coordinated between the County's Bureau of Administration, municipal Mass Care Coordinator, and the municipal and county Public Information Officers.

Lake County Bureau of Administration personnel will coordinate with the LCEMA and IEMA as well as the Salvation Army and Red Cross to provide needed supplies and food to support the mass care operation. As deemed necessary, Salvation Army and Red Cross mobile canteens will be dispatched to areas affected



Annex 7 – Mass Care

by the disaster to provide mobile feeding to emergency workers, residents remaining in the area, and to disaster relief centers requiring food support.

Should disaster relief center(s) need to be operated for extended periods, the County may determine that management of the center(s) should be transferred to the American Red Cross and converted into a disaster shelter. If the transfer is necessary, the Bureau of Administration will still retain oversight responsibility. If it is determined that the situation overwhelms the capabilities of the County, the Illinois Emergency Management Agency will be notified and outside assistance will be requested. State assistance will be provided based on tasks assigned in the Illinois Emergency Operations Plan. This assistance may be in the form of personnel or supplies, or by providing state facilities for use during the event.

During the recovery phase, the County will coordinate the opening and staffing of a bulk warehouse to receive, sort, and distribute relief supplies. The municipal Mass Care Coordinator will indicate specific needs to the County Bureau of Administration, and if available, these supplies / materials will be routed to the municipality from the bulk distribution center.

The Salvation Army/Red Cross will be responsible for the receipt, sorting, and distribution of all donated foods received at the regional distribution center.

FACILITIES

A list of locations, address, phones numbers and contact person is kept in the Village Emergency Operation Center and 911 Center. **This list is confidential.**

It is the intent of the Village of Deer Park to establish a shelter for employees and their families. This would facilitate the use of family members as volunteers (shelter registration, clerical, staging of donations, etc.) because of their close proximity to the E.O.C. It will also allow employees to visit with their families during breaks or rest periods without the interference or questions from the public or news media.

Further operational procedures are confidential and kept in the Mass Care SOPs/SOGs.

TRANSPORTATION

It is assumed that most Village residents have access to an automobile. Ela Township has buses at their disposal and can help provide transportation for those people who have no access to an automobile. The Village's response will take into account the special needs population of the village. Accommodations will be made for the population with special needs. These considerations include notification/communication, transportation needs, service animal accommodations, access to medications, refrigeration and back –up power locations.

RESPONSIBILITIES

The Village President will be responsible for determining the need to open shelters, obtaining resources to run shelters, assist with mass feeding, and providing health/medical care at shelters. The Village President will also be responsible for coordinating press releases.



The following departments / agencies are responsible for the provision of Access and Functional support:

Sheltering: Village of Deer Park
First Aid: Lake County Health Department

ACCESS AND FUNCTIONAL NEEDS

The Village of Deer Park will identify facilities to include pre-identified shelters, non-traditional shelters, medical shelters, evacuation centers, disaster assistance and resource centers, mass feeding sites, points of distribution sites (PODs), safe refuge sites, resettlement processing centers and decontamination sites.

Shelter people with disabilities and others with access and functional needs with and without support in general population shelters.

Coordination will be initiated to ensure that procedures are in place to identify potential sites for ADA accessibility.

Village of Deer Park will designate a coordinator for access and functional needs services

Logistical Support & Resource Requirements

The American Red Cross maintains the shelter and reception center agreements with Village entities

Annex Maintenance

The Village Administrator has the primary responsibility to maintain this annex. Emergency Operations Plan maintenance includes the annual review and periodic updating of the plan and its annexes. Additionally, the EOP Coordinator shall be responsible for overall document revision, publishing, distribution and document control. This includes the distribution of the plan and its updated sections as required. Distribution will be made in accordance with the distribution list identified within the Basic Plan.

Functional Roles and Responsibilities

Village President

The Village President is the ultimate decision maker as it relates to a general evacuation of a large portion of the county. The Village President will coordinate the evacuation with EOC staff members, allowing for the planning and demobilizing of mass care services.

Village CMT

The Village CMT will coordinate mass care services with service providers, including feeding, sheltering and establishing a Multi-Agency Resource Center (MARC) if the situation warrants. They will also assist the American Red Cross in pre-identifying shelter locations and coordinate demobilization of mass care services.



Annex 8

Health & Medical

Purpose

The purpose of this annex is to define the roles of various agencies as they result in environmental incidents and to ensure the provision of mental and physical health service in the event of a major emergency or disaster. This includes provisions for on-scene triage of victims and their prompt dispatch to medical care facilities.

Scope

The Health and Medical Annex is an annex to the Deer Park Emergency Operations Plan. This annex outlines the means the Village of Deer Park EOC will use to coordinate lifesaving medical treatment via emergency medical services and related operations and avoid additional disease and injury by providing targeted public health, medical, and behavioral health support and products to all affected populations in emergencies and disasters.

Authority

Authorities and mutual aid agreements that may apply to this annex are listed in the Basic Plan under the “Authorities” or “Mutual Aid Agreements” section.

Situations

The need for health and medical services is critical during or following the natural disaster or emergency. The Lake County Health Department will utilize its resources and the resources of other agencies to meet the public health demands of the situation.

In the event of a natural disaster or manmade emergency, emergency medical services (EMS) may be called upon to perform certain duties and help victims.

Assumptions

In the event of a disaster or emergency, the Lake County Bureau of Health Services and County Health Department will coordinate efforts with other public health support agencies to ensure utilization of services available.

Our local government has the primary responsibility to provide emergency medical and health services within their jurisdiction in response to a disaster.

In a mass casualty incident, the designated Public Information Coordinator and the on-site medical officers will coordinate with Lake County Hospitals and other assisting agencies to ensure



the coordination of public information releases and the implementation of a Joint Information Center operation.

1. It may be assumed that there may be disruption of the public and private sewage disposal systems and public and private water supplies within Deer Park.
2. It may be assumed that disaster victims and emergency management personnel who report to established shelters may need triage and treatment of minor injuries.

Concept of Operations

Internal processes exist that allow for the Lake County Health Department to coordinate public health related activities among public and private response agencies and groups.

Health and medical support are coordinated at off-site locations utilizing internal procedures.

Lake County Health Department utilizes internal procedures to perform post disaster/emergency sanitation operations such as: retail food establishment inspections, wells, and emergency/disaster shelters.

As identified in the Public Information Annex, a process exists for the Public Information Officer of the Lake County Health Department to target public messaging to affected populations, including those with functional and access needs.

In the event of a national emergency, national disaster or local disaster, it is the mission of the health and medical services to:

- A. Take any and all actions necessary to preserve and protect the lives, health, and safety of the citizens of the Village of Deer Park. Additional emergency medical service actions may include the distribution of antidotes, drugs, vaccines, etc. to shelters.
- B. Assist in short- and long-term recovery activities.

The Lake County Health Department is responsible for ensuring quality environmental health for Lake County residents. The county will provide (for communities without a health department) and/or augment emergency medical and health services that exceed the capabilities of the local government operations in the event of an emergency or disaster.

Following the impact of a major disaster or emergency, the priority of the health system is the prevention/control of disease and nuisance conditions, which would be the responsibility of the health department and the coordination of assistance for health and medical services, equipment and supplies.

A system has been established and will be maintained by the Lake County Health Department to protect and preserve all health records deemed essential for continuing government functions and conducting emergency operations. The Village is under the Region IX disaster plan, which is governed by Northwest Community Hospital EMSS and that plan lays out the communication responsibilities and division of patients with EMS. Lake Zurich, Long Grove and Palatine are members of the same EMSS.

During emergency situations all public health resources and response personnel will be managed from



the Lake County health department. Personnel at this facility will maintain contact with the health department representative at the EOC to advise the status of disaster operations or request advice on actions, which should be taken.

Throughout the emergency or disaster, the coordination of various Lake County agencies may be required to protect health records essential for public safety, (Mutual Aid).

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

It is recognized that the responsibility for protection of lives and property of the residents of Lake County rests with the elected governments. In accordance with Illinois revised statutes, the County Board President or his successor shall be the only authority to declare a local disaster emergency. Also, the County Board President shall have direct responsibility for Organization, Administration, Training and Operation of this plan. During disasters, the EOP Coordinator shall support the response efforts undertaken within the County.

At the onset of a local emergency impacting health and medical services, LCHD will make the appropriate notifications to other primary and support department/agencies, per their prescribed standard operating procedures. Notifications will be based on the severity of the situation. If implementation of the County EOP, at the direction of the Chairman of the Board of Commissioners, is ordered, appropriate County department/agencies will be notified.

While the Lake County EOP Coordinator is responsible for the management and coordination of county resources in times of disaster, it is also recognized that the response to disaster relies on many other governmental levels as well, including municipal, township, supporting counties, regional, state and federal.

The Lake County Health Department will be responsible for ensuring the environmental and public health for Lake County. Emergency Health and Medical Functions and/or services that will be coordinated through LCHD include, but not limited to (within this annex):

- a. Assessment of health and medical services needs including Access and Functional needs populations.
- b. Inspection and investigation of factors that could lead to food borne and/or water borne illnesses.
- c. Assistance with evacuation of hospital and/or long care facility patients.
- d. Coordination of assistance for health and medical services, equipment and supply.
- e. Assess and assist in decontamination of the chemically or radiological contaminated.
- f. Assist with the operations of shelters for special needs citizens who require more medical care than can be provided in a standard congregate care facility.
- g. Coordination of Critical Incident Stress Debriefing activities to protect the emotional health of emergency workers.

The Village's response will take into account the special needs population of the village. Accommodations will be made for the population with special needs. These considerations include notification/communication, transportation needs, service animal accommodations, access to



medications, refrigeration and back –up power locations

PRIMARY AGENCIES

LAKE COUNTY HEALTH DEPARTMENT

Maintain current list of Health Department personnel and resources.

Helps to ensure that loose animals or dogs are contained and controlled.

Provide technical assistance and coordination with:

- a. Planning and implementing the evacuation of health care facilities
- b. Emergency Medical Services
- c. Providing safe and healthy living conditions at evacuation sites
- d. Assisting with the inspections and investigations of structural and vertebrate pest and vector control
- e. Providing technical assistance in assuring the safety of food and dairy products, non-community
- f. Public water supply and private water wells
- g. Providing additional consultation and technical assistance as required
- h. Inspect Food and Water Supply

DIRECTION AND CONTROL

The Lake County Emergency Operations Center will be the central point for direction and control. The Emergency Operations Center will be staffed by a representative from the Lake County Health Department. Representatives from the above-mentioned department will coordinate all public health related activities with the command post.

SUPPORT AGENCIES

The Village is under the Region IX disaster plan, which is governed by Northwest Community Hospital EMSS and that plan lays out the communication responsibilities and division of patients with EMS. Lake Zurich, Long Grove and Palatine are members of the same EMSS.

AMERICAN RED CROSS

Provides emergency first aid services for minor illnesses and injuries to disaster victims in Mass Care shelters, selected disaster cleanup areas, and other sites until EMS arrive.

Supportive counseling for all disaster victims, family members of victims and disaster workers will be provided.

Acquaints families with available health resources and services and make appropriate referrals as needed and requested.



Annex 8 – Health & Medical

Provides blood and blood products through Red Cross Regional Blood Centers as needed and requested.

Coordination of appropriate casualty and/or patient information into the Disaster Welfare Inquiry System associated with the Mass Care function.

ACCESS AND FUNCTIONAL NEEDS

The Village of Deer Park has coordinated with the Lake County Health Department and are hospitals to ensure that the activities associated with providing health and medical services in emergencies and disasters, including emergency medical, hospital, public health, environmental health, and mental health services have been properly coordinated.

Non-Congregate sheltering, or alternate housing arrangements would be made utilizing LCEMA's Alternate Housing Annex that works in conjunction with and based on the Lake County Health Department's recommendations and guidance during a communicable disease epidemic or pandemic in Lake County.

Logistical Support & Resource Requirements

The Lake County Health Department has enough resources to provide public health nurses and sanitarians for normal day to day functions.

Annex Maintenance

The Village Administrator has the primary responsibility to maintain this annex. Emergency Operations Plan maintenance includes the annual review and periodic updating of the plan and its annexes. Additionally, the EOP Coordinator shall be responsible for overall document revision, publishing, distribution and document control. This includes the distribution of the plan and its updated sections as required. Distribution will be made in accordance with the distribution list identified within the Basic Plan.

Functional Roles and Responsibilities

Lake County Health Department

The responsibility for the detection, analysis, protection recommendation and removal supervision of health hazards is assumed by the Environmental Health Division of the health department. The health department is assisted in this area by the Illinois Environmental Protection Agency (EPA).

The Lake County Health Department will determine water purification methods, inspect feeding sites, inspect shelters, administer inoculations when/if required, work with public works/ private companies on debris and other garbage removal, check debris and work with other departments to ensure the health and safety of the public during emergency situations.

The Lake County Health Department is responsible for managing the Points of Distribution and the Strategic National Stockpile processes including the maintenance and updating of the plan(s).



Annex 9

Mortuary Services

Purpose

The purpose of this annex is to provide a thorough system of providing for the identification and proper disposition of all deceased victims of a disaster or mass casualty event.

Scope

The Mortuary Services Annex is an annex to the Deer Park Emergency Operations Plan. This annex outlines the means that the Village of Deer Park will use to coordinate fatality management services including: decedent remains recovery and victim identification; inventory and protection of deceased's personal effects; coordination to provide mortuary processes, temporary storage or permanent internment solutions; sharing information with mass care services for the purpose of locating next of kin and; providing for or otherwise arranging bereavement counseling to families and responders. This annex applies to the Lake County Coroner's Office.

Authority

Authorities and mutual aid agreements that may apply to this annex are listed in the Basic Plan under the "Authorities" or "Mutual Aid Agreements" section.

Situations

The Village of Deer Park is susceptible to a major emergency or disaster that could lead to many fatalities. Under such adverse conditions, demands for services could increase rapidly while the ability to provide services, special skills and equipment diminishes.

Assumptions

The first response to a mass casualty/ fatality incident that occurs within the Village of Deer Park would be fire and law enforcement services. Removal, identification and burial of the dead would place a large demand on the coroner's office.

Concept of Operations

Under Illinois law, the coroner is responsible for the investigation of unusual deaths. This includes identifying fatalities and arranging for the disposition of the remains. As needed, the coroner may establish one or more temporary morgues, activate his/her mutual aid agreement, and call upon those state and federal agencies which can assist in identification.

Initial request for mutual aid services will be received at the county dispatch center from coroner's office personnel. Additional resources will be provided as requested by the coroner in charge at the scene.



Annex 9 – Mortuary Services

Following the elimination of pending dangers by fire, police and emergency medical services and after any injured have been rescued and removed, the coroner on scene, in conjunction with fire, police, and other authorized security and investigators, shall take charge of the death scene.

The status of the mass fatality incident will be routinely provided to the Lake County Coroner's Office. Identification of bodies shall be accomplished through currently authorized and/or forensic means.

Notification of the next of kin shall be accomplished through a variety of methods depending on the location of the relatives. If the relatives are located within the Village of Deer Park, notifications may be accomplished through a personal notification by the coroner's office or by those persons or agencies authorized by the coroner.

Logistical Support & Resource Requirements

Mass fatality events may require temporary body storage facilities and/or family assistance centers. In order to use the most efficient facility/resource, these locations will be determined at the time of the mass fatality incident by the Lake County Coroner's Office.

Annex Maintenance

The Village Administrator has the primary responsibility to maintain this annex. Emergency Operations Plan maintenance includes the annual review and periodic updating of the plan and its annexes. Additionally, the EOP Coordinator shall be responsible for overall document revision, publishing, distribution and document control. This includes the distribution of the plan and its updated sections as required. Distribution will be made in accordance with the distribution list identified within the Basic Plan.

Functional Roles and Responsibilities

Lake County Coroner's Office

The Lake County Coroner's Office or designee will report to the Lake County EOC when activated and their presence has been requested by the Village President

The Lake County Coroner's Office shall be responsible for providing Emergency Mortuary Services in Deer Park including performing postmortem operations for victim identification and providing for the oversight of personal effects recovered. When necessary, the Coroner's Office will work with local, state and federal authorities to provide mortuary processes, temporary storage or permanent internment solutions.

Where appropriate, the Lake County Coroner's Office will share information with mass care services for the purpose of locating and notifying the next of kin, reunifying family members and caregivers with missing persons and/or remains. They may also participate in family briefings, provide for or arrange counseling to the bereaved.

Annex 10

Resource Management

Purpose

The purpose of this annex is to provide the proper coordination of all resources in the Village of Deer Park which will be used during any emergency.

Scope

The Resource Management Annex is an annex to the Deer Park Emergency Operations Plan. This annex outlines the means that the Village of Deer Park will use to coordinate resources and material to satisfy needs generated by a disaster through the delivery of essential commodities, equipment, services, and personnel in support of impacted communities and survivors. This annex applies to the Crisis Management Team members, and the EOC Resource Liaison.

Authority

Authorities and mutual aid agreements that may apply to this annex are listed in the Basic Plan under the “Authorities” or “Mutual Aid Agreements” section.

Situations

Deer Park is susceptible to many types of emergency/disaster situations. The Village normally keeps in stock a sufficient quantity of equipment, material, and supplies to support the everyday activities of a thriving Village. The resources can handle most day-to-day emergencies on hand at any given time. However, if the emergency turns into a full-blown disaster, more equipment, supplies, material, and volunteers will likely be needed to respond to that disaster. Furthermore, a good system must be in place to warehouse and distribute donated goods and services that are customarily sent into a disaster area by concerned outside benefactors

Residents of Deer Park are vulnerable to the effects of various emergencies/disasters. The effects of these hazards may greatly impact their social and economic well-being.

During all types of emergency/disaster situations large amounts of monetary and equipment/supply donations, as well as, spontaneous volunteers could interfere with the effectiveness of other procedures or plans addressing the response effort.

Assumptions

During times of emergency/disaster situations, if not planned for and properly managed, a strain on the various Deer Park resources could require the use of municipalities, townships, State, federal and possibly private contractors to sustain needed operations.



Deer Park local government has the responsibility to protect the lives and property of the citizens which reside in the County during an emergency. Efforts to control these situations are coordinated through the EOC where a list of all available resources is kept on file.

Concept of Operations

Local government has the responsibility to protect the lives and property of its citizens. Actions that are taken to help relieve the suffering and hardships are to commit all available resources to resolve the situation. The Deer Park EOC is responsible for the coordination and management of disaster-related resources.

Once the EOC has been activated, the CMT has the responsibility of tracking all resource requests received and fulfilled. On more complex or lengthy activations, the EOC Manager/EMA Director may designate a dedicated Resource Liaison person to track resources and requests.

Local jurisdictions with unmet needs may request essential commodities and equipment, services and personnel through their municipal EOC Liaison through the Lake County EMA.

Working with the American Red Cross and other voluntary organizations active in disaster, the EOC Manager may determine a multi-agency resource center needs to be established to distribute commodities to the general public.

In the event all local and mutual aid resources have been expended, outside resource request(s) shall be requested through Lake County EMA. Logistical support for food, water, lighting, fuel, etc., to support EOC staff and personnel deployed to the disaster site; storage, maintenance, and replenishment/replacement of equipment and materials as referred to in Resource Manual which is on file in the EOC shall also be accounted for and properly documented. The staging area manager will update the EOC of needs or problems as they arise

Logistical Support & Resource Requirements

Deer Park maintains a minimal amount of flood clean-up kits available for residents of the county and sandbags available for local government use.

Mutual aid agreements are in place for firefighting, rescue, emergency medical services, and public works equipment. Resource requirements beyond the capability of the county and local resources will be sent to IEMA through the regional coordinator.

Local Governmental Manpower and Equipment

Requests for resource support will be generated by the Incident Commander, at the scene of the incident, or from members within the EOC. Following the activation of the emergency plan, the Village Administrator/Clerk's Department will be responsible for coordinating requests for resources for the Village, within the EOC.

The EOP Coordinator and the Village Administrator/Clerk concerned shall immediately begin to produce additionally needed items through mutual aid agreements, memoranda, letter of understanding, or loan

contracts. These agreements memoranda, letter of understanding, or loan contracts are on file in the Village Administration and Finance Offices.

Additional help may be sought from Lake County EMA, IEMA, and the Federal Governments, if necessary.

In the event of a major emergency or disaster affecting multiple jurisdictions or unincorporated portions of the County, resource requests should be coordinated through Lake County, which can consolidate similar requests from multiple jurisdictions. Additionally, the County may be requested to coordinate the acquisition and scheduling of emergency response resources, i.e.: light trucks, fuel re-supply vehicles, debris removal equipment, transportation of functional need populations, etc., during the early hours of a disaster to take that burden from municipal officials, thereby allowing them to coordinate emergency response activities.

Requests for resources provided from the state or federal government, including hardware, vehicles, and personnel, will be routed through the County EOC. The County will forward the requests to the Illinois Emergency Management Agency.

American Red Cross and Salvation Army

The American Red Cross and Salvation Army will be asked to help with the procurement and distribution of emergency food and water supplies. Food and water can be acquired from any of the chain food stores in the Village.

Private Manpower and Equipment

If a shortage of any of everyday items and personnel the Village used begins to seem likely, there will be a need to purchase materials, supplies, equipment and manpower.

Annex Maintenance

The Village Administrator has the primary responsibility to maintain this annex. Emergency Operations Plan maintenance includes the annual review and periodic updating of the plan and its annexes. Additionally, the EOP Coordinator shall be responsible for overall document revision, publishing, distribution and document control. This includes the distribution of the plan and its updated sections as required. Distribution will be made in accordance with the distribution list identified within the Basic Plan.

For any plan to be functional it must be evaluated to ensure its workability, and to further ensure it is understood by those who must use it. Other than periodic review, the most effective procedure to evaluate the plan is through conducting exercises. Exercises simulate situations that may occur in a disaster situation. Through real world events, exercise findings, EOC activations and examining best practices, updates to this document are encouraged to be incorporated as soon as they are identified.



Functional Roles and Responsibilities

The EOP Coordinator has the responsibility of reviewing and updating the resource manual on an annual basis. Additionally, the Village Clerk is responsible for the annual review of memoranda of understanding, memoranda of agreements, and mutual aid agreements.

Deer Park EOC

The Deer Park EOC is responsible for receiving resource requests, determining the best means to obtain the resource, if warranted, and track the resource through the course of the event including demobilizing, restoring and returning the resource to service.

The EOP Coordinator will establish coordination with local utilities to establish power restoration priorities/timeline. The EOC Manager will request a representative from the affected utilities to report to the EOC for operational briefings.

Crisis Management Team

The Crisis Management Team is responsible for maintain a current list of resources available to them as well as contact information necessary to obtain the resource.

Appendices

Appendix 1-A-1

EMERGENCY OPERATION CENTER PRE-EMERGENCY OPERATION CHECKLIST

Complete: Yes/No	Maintain an up-to-date listing of Crisis Management Team personnel.
Complete: Yes/No	Periodically test emergency telephone and communications circuits to ensure operability in times of emergency.
Complete: Yes/No	Prepare operations packets for each member of the Crisis Management Team. This packet should include: <ul style="list-style-type: none">• Department Annex• Scratch paper• Pens/pencils• Message log• EOC name card• EOC floor plan-with telephone numbers• I.D. Badges
Complete: Yes/No	Develop training and exercising program to ensure that all members of the Crisis Management Team are familiar with EOC operations.
Complete: Yes/No	Determine food and water requirements for the EOC
Complete: Yes/No	Stock administrative supplies and equipment as necessary.
Complete: Yes/No	Develop an EOC message form and a system to record major decisions that enter and leave the EOC.
Complete: Yes/No	Train the EOC staff in the use of the EOC message form.
Complete: Yes/No	Train supporting staff, Message Controller, Group Chief, Plotters, etc. in EOC operations procedures.

Appendix 1-A-2

EMERGENCY OPERATION CENTER

RESPONSE OPERATION CHECKLIST

Complete: Yes/No	Following the determination that a situation has occurred; the Fire or Sherriff will contact the Village and recommend declaration and activation of the EOC.
Complete: Yes/No	The President, or designated alternate, will authorize the activation of the EOC and subsequent notification of the Crisis Management Team.
Complete: Yes/No	The administrative staff of the Village will be responsible for notifying and activating the Crisis Management Team.
Complete: Yes/No	An Emergency Operations Log, identifying dates and times of all incidents, situations, and response will be started and maintained by the Communications Centers throughout the crisis.
Complete: Yes/No	Following authorization to activate the EOC, available Village personnel will set up the EOC in accordance with the following steps: <ul style="list-style-type: none">• Set up table and chairs as shown in the EOC diagram.• Connect telephone as shown in the EOC diagram.• Place operations packet at the respective operations positions as shown in the EOC diagram.• Set up name cards and displays as shown in the EOC diagram.• Set up the Media Briefing Center in the Village Council Chambers and fix signs directing the media to the briefing center.
Complete: Yes/No	The Fire Chief, Sherriff, or their alternates, will ensure that a Forward Command Post has been established at or near the scene of the emergency.
Complete: Yes/No	The heads of each department operating in response to the emergency should ensure that a command level representative from their department is sent to the Forward Command Post to coordinate field operations.
Complete: Yes/No	The Sheriff's Department will ensure that a photographic team is dispatched to the disaster site, if appropriate, to record initial damage and conditions for inclusion in later documentation.
Complete: Yes/No	Following an initial situation assessment, the Fire Chief, or his/her designee, will notify the Lake County Sheriff's EMA at 847-549-5200. This initial notification will include:

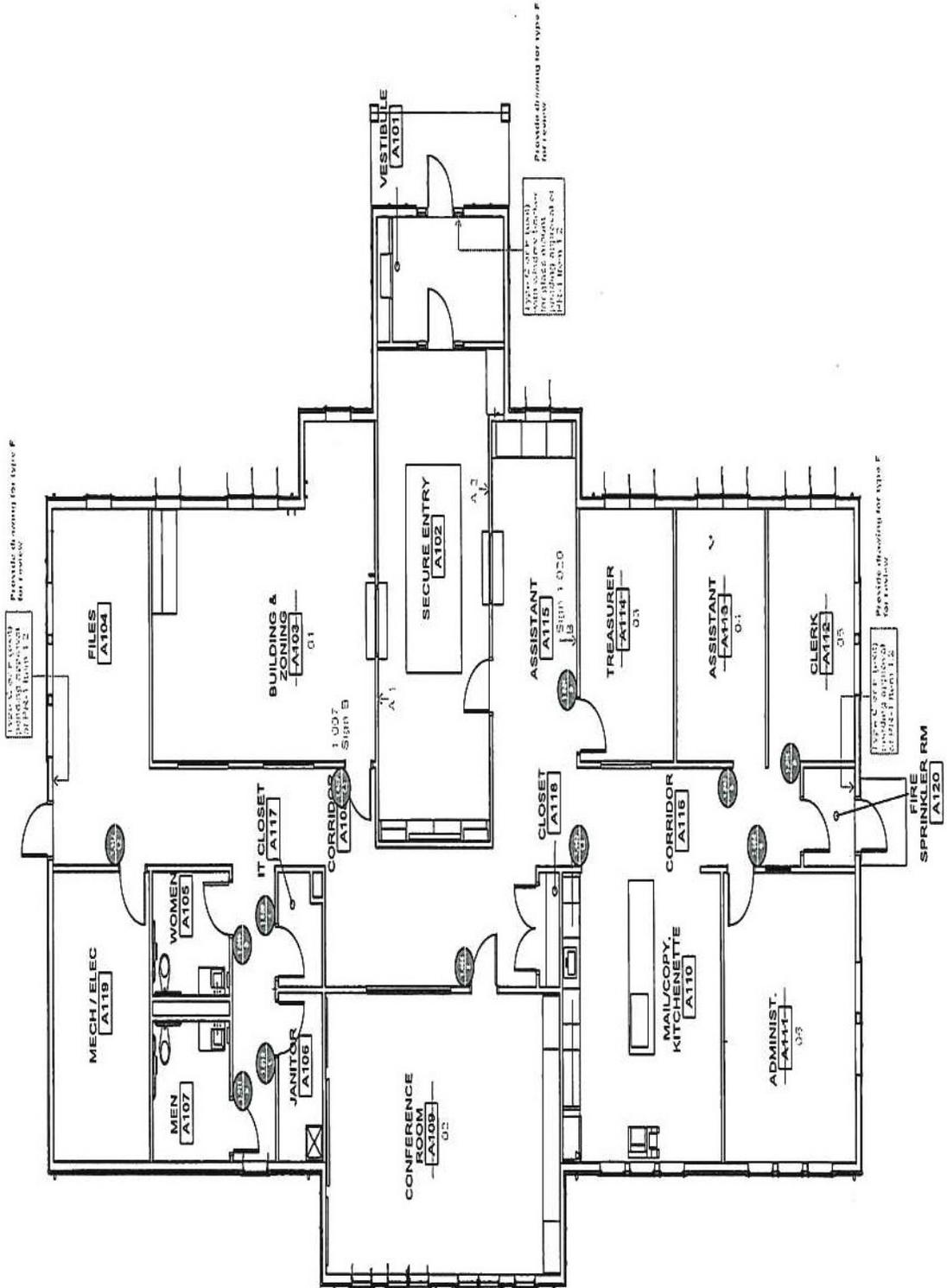
	<ul style="list-style-type: none"> • Identification of the disaster agent. • Initial response by the Village. • Preliminary estimate of damage. • Immediate assistance required
Complete: Yes/No	The President will hold an initial staff briefing as soon as practical to ensure the thorough understanding of the situation by members of the Crisis Management Team. Additionally, hourly briefings will be conducted to provide status updates to members of the Team.
Complete: Yes/No	The President in coordination with the Sheriff, Fire Chiefs, ESDA Coordinator, and other department heads, will issue a statement to the public as soon as possible. The statement shall include identifying the situation, outlining initial government response, and recommending citizen actions.
Complete: Yes/No	The assigned Information Officer will schedule an initial media briefing and post a schedule for additional media statement.
Complete: Yes/No	Appropriate department heads will request mutual aid assistance, as necessary, through normal mutual aid channels. Requests for assistance from the county or the state will be forwarded to the Lake County EMA EOC at 847-549-5200.
Complete: Yes/No	The Crisis Management Team will ensure that all available Village resources, as well as resources from mutual aid municipalities, have been committed prior to requesting outside assistance from the County, State and Federal government.
Complete: Yes/No	The President or ESDA Coordinator will be the principle liaison between the Village of Deer Park and the County, State and Federal Governments.

Appendix 1-A-3
EMERGENCY OPERATION CENTER

RECOVERY OPERATION CHECKLIST

Complete: Yes/No	Following the determination that operation have returned to a normal level, complete the following action: <ul style="list-style-type: none">• Release mutual aid assistance.• Resume normal governmental functions.• Determine the necessary continuing assistance required from either the County, State, or Federal Government• Return borrowed or rented equipment.• Identify remaining supplies and other replacement stocks.
Complete: Yes/No	Prepare final damage assessment and expenditure data for submission to appropriate authorities for possible reimbursement.
Complete: Yes/No	Clean and return the EOC to its pre-emergency condition.
Complete: Yes/No	Perform maintenance on damaged EOC equipment.
Complete: Yes/No	As soon as possible following the close of emergency operation, Crisis Management Team personnel should meet to critique the operations and, if necessary, modify operational procedures.

Layout of Deer Park Village Hall



Appendix 1-B-1

EMERGENCY MANAGEMENT PRE-EMERGENCY OPERATION CHECKLIST

Complete: Yes/No	Call the Crisis Management Team personnel to report to the EOC.
Complete: Yes/No	Determine the Village's vulnerability to the emergency/disaster and activate the EOP
Complete: Yes/No	Identify facilities, agencies, personnel, and resources to support EOC activities; develop procedures to control access to facilities. Determine availability of equipment of EOC under emergency conditions.
Complete: Yes/No	Survey communications and auxiliary power needs; identify and provide facilities and equipment to meet these needs.
Complete: Yes/No	Analyze EOC location in relation to potential hazards and disaster conditions. Select and equip alternate EOC.
Complete: Yes/No	Determine food and water requirements for the EOC
Complete: Yes/No	Stock administrative supplies and equipment as necessary.
Complete: Yes/No	Develop an EOC message form and a system to record major decisions that enter and leave the EOC.
Complete: Yes/No	Activate the plans and standard operating procedures (SOP's) for EOC operations.
Complete: Yes/No	Prepare displays; identify and assemble equipment and furnishings to outfit the EOC, (Maps, charts, etc.).
Complete: Yes/No	Develop and maintain schedule for staffing the EOC.
Complete: Yes/No	Activate the system to manage information handled within and disseminated from the EOC.

Appendix 1-B-2

EMERGENCY MANAGEMENT RESPONSE OPERATION CHECKLIST

Complete: Yes/No	Coordinate all operations through the EOC.
Complete: Yes/No	Establish contact with County, State and Federal Government.
Complete: Yes/No	Establish contact with other jurisdictions involved and/or affected by disaster conditions
Complete: Yes/No	Hold initial briefing for staff and announce briefing schedules for staff.
Complete: Yes/No	Provide support of EOC and personnel within, and families of essential workers.
Complete: Yes/No	Review plans, personnel assignments, and fill staff vacancies.
Complete: Yes/No	Alert public and assisting organizations, including Access and Functional needs populations.
Complete: Yes/No	Obtain back up power and communications as needed
Complete: Yes/No	Activate shelter program from the EOC, including feeding facilities
Complete: Yes/No	Activate evacuation program from the EOC.
Complete: Yes/No	Request mutual aid assistance, as necessary, through normal mutual aid channels. Requests for assistance from the county or the state will be forwarded to the Lake County EMA.

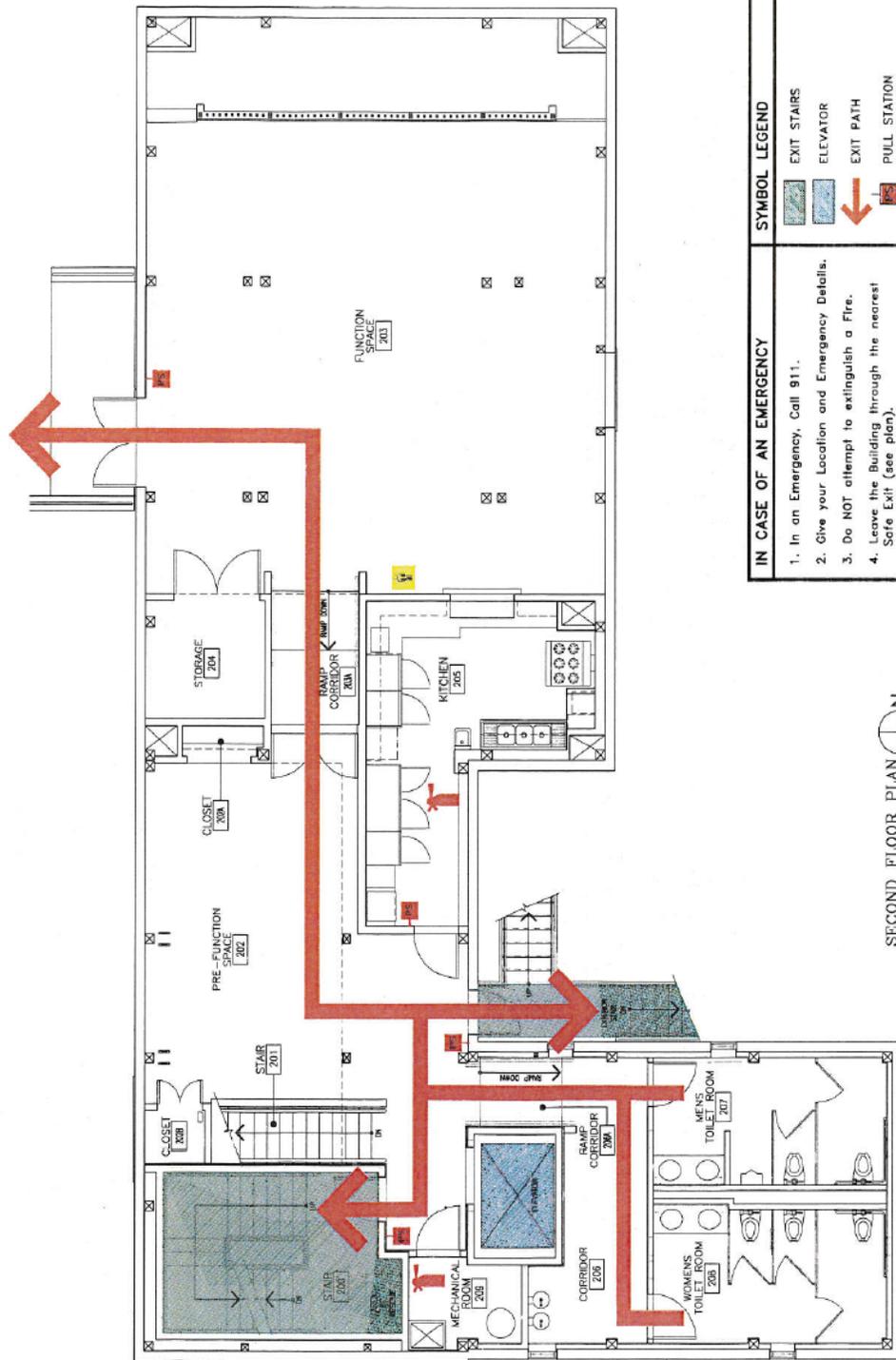
Appendix 1-B-3

EMERGENCY MANAGEMENT RECOVERY OPERATION CHECKLIST

Complete: Yes/No	Clean and return equipment to pre-emergency conditions and replenish EMA supplies
Complete: Yes/No	Clean and return the EMA to its pre-emergency condition.
Complete: Yes/No	Perform maintenance on damaged EOC equipment.
Complete: Yes/No	Prepare final damage assessment and expenditure data for submission to appropriate authorities for possible reimbursement.
Complete: Yes/No	As soon as possible following the close of emergency operation, Crisis Management Team personnel should meet to critique the operations and, if necessary, modify operational procedures.

Layout of Vehe Barn 2nd floor Media Center

EMERGENCY EXITING DIAGRAM



IN CASE OF AN EMERGENCY

1. In an Emergency, Call 911.
2. Give your Location and Emergency Details.
3. Do NOT attempt to extinguish a Fire.
4. Leave the Building through the nearest Safe Exit (see plan).
5. Do NOT use Elevators.
6. Once outside the building, you will be directed to an Assembly Area.

SYMBOL LEGEND

- EXIT STAIRS
- ELEVATOR
- EXIT PATH
- PULL STATION
- YOU ARE HERE
- FIRE EXTINGUISHER

SECOND FLOOR PLAN
SCALE: N.T.S.

APPENDICES

Damage Assessment forms

These are the only forms that IEMA will accept.

This link will guide you to **IEMA's Damage assessment forms:**

<https://iemaohs.illinois.gov/localema/damageassessmentforms.html>

Individual Assistance Forms:

<https://public.iema.state.il.us/damageassessment/initialDamageAssessment/floodform>

<https://public.iema.state.il.us/damageassessment/initialDamageAssessment/nonfloodform>

Public Assistance Forms:

<https://iemaohs.illinois.gov/content/dam/soi/en/web/iemaohs/localema/documents/paforms/disasterimpactform.pdf>

APPENDIX 5-C LCEMA INCIDENT FLASH REPORT

**LAKE COUNTY EMERGENCY MANAGEMENT AGENCY
INCIDENT FLASH REPORT**

Date Received: _____

Time Received: _____

Received By: _____

NAME OF LOCAL JURISDICTION:		
FORM COMPLETED BY:	TITLE:	
CALL BACK PHONE NUMBER:	DATE:	TIME:
1. Type of condition, emergency, or disaster:		
2. Date and time of occurrence:		
3. Describe the affected area of the jurisdiction:		
4. Describe road conditions including roadways and highways that are impassable:		
5. Estimated number of casualties: A. Deaths _____ B. Injuries _____ C. Homeless/Stranded _____		
6. Estimated number of homes damaged:		
7. Estimated number of homes destroyed:		
8. Estimated number of businesses / industries damaged:		
9. Estimated number of businesses / industries destroyed:		
10. Briefly describe the damage to public buildings (i.e., extent of damage, service disruptions, estimated cost - if known):		
11. Briefly describe the damage to utility system (i.e., extent of damage, service disruptions, estimated cost - if known):		
12. Describe local actions taken or to be taken:		
13. Describe outside assistance needed or requested:		
14. Has a disaster declaration been made?	YES	NO
15. Comments:		

INSTRUCTIONS

1. This information should be faxed to the Lake County Emergency Management Agency as soon as possible.
LAKE COUNTY EMA FAX NUMBER: 847-377-7015
1. Update the information (whether situation either deteriorates or improves) as necessary.
3. This form is meant for local government/municipal use. *This Report not intended to be used by private citizens.*

APPENDIX B-1 TERRORISM/WEAPONS OF MASS DESTRUCTION

The Village of Deer Park would first contact local Sherriff who would then contact LCEMA, and consequently they would call federal, state, or military agencies directly for assistance.

The channel through which the Village requests state or federal assistance, including military assistance, is to declare a state of emergency by written executive order then contact:

- 1) Lake County Emergency Management Agency; office phone number 847-377-7100; fax number 847-377-7015
- 2) Lake County Sheriff Department, 24-Hour Contact: 847-549-5200
- 3) Illinois Emergency Management Agency IEMA Region 4 Coordinator; office phone number 847-294-4747; fax number 847-294-4715; pager number 1-800-612-6595
- 4) Illinois Emergency Management Agency IEMA - Emergency Operations Center -Springfield, Illinois; 24-hour phone number 217-782-7860 or 1-800-782-7860

The first contact after the incident should be LCEMA

If not immediately available, call the Illinois Emergency Management Agency (IEMA) in Springfield directly.

The following information needs to be reported to LCEMA and IEMA when calling:

LOCATION	What is the location of the event?
EVENT	What has caused the event?
CASUALTIES	Are there any confirmed deaths/injuries? If so, how many?
ACCESS	Can the location be accessed by emergency responders?
DAMAGES	What damage can be observed? How widespread is the damage?
ACTIONS	What actions have been taken?

The above information will be forwarded to the State Emergency Operations Center for use in coordinating the State's response. Continue to monitor the event and make follow-up reports as the situation develops.

ACRONYMS

AFB	Air Force Base
ALS	Advanced Life Support (Paramedic)
AMS	Aerial Measuring System
ANSIR	Awareness of National Security Issues and Response Program
ARAC	Atmospheric Release Advisory Capability
ARG	Accident Response Group
ARS	Agriculture/Research Service
ATC	Air Traffic Control
ATSD (CS)	Assistant to the Secretary of Defense for Civil Support
BDC	Bomb Data Center
BLS	Basic Life Support (EMT)
CBIAC	Chemical and Biological Defense Information and Analysis Center
CBRNE	Chemical, Biological, Radiological, Nuclear Material, or High-Yield Explosive
CDC	Centers for Disease Control and Prevention
CDRG	Catastrophic Disaster Response Group
CEPPO	Chemical Emergency Preparedness and Prevention Office
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CERT	Community Emergency Response Team
CHEMTREC	Chemical Transportation Emergency Center
CHP PM	Center for Health Promotion and Preventive Medicine
CIC	Citizen Information Center
CIRG	Crisis Incident Response Group
CISM	Critical Incident Stress Management
CJCS	Chairman of the Joint Chiefs of Staff
CM	Consequence Management
CMS	Central Management Services
CMT	Crisis Management Team
CMU	Crisis Management Unit (CIRG)
CRU	Crisis Response Unit
CSREES	Cooperative State Research, Education and Extension Service
CST	Civil Support Teams
CW/CBD	Chemical Warfare/Contraband Detection
DEST	Domestic Emergency Support Team
DFO	Disaster Field Office
DMAT	Disaster Medical Assistance Team
DMCR	Disaster Management Central Resource
DMIS	Disaster Management Information System
DMORT	Disaster Mortuary Operational Response Team
DOD	Department of Defense
DOE	Department of Energy
DOJ	Department of Justice

DPP	Domestic Preparedness Program
DRC	Disaster Relief Center
DTCTPS	Domestic Terrorism/Counter Terrorism Planning Section (FBI HQ)
DTIC	Defense Technical Information Center
DWINS	Disaster Welfare Inquiry System
EAS	Emergency Alert System
EBS	Emergency Broadcast System
EM	Emergency Management
EMA	Emergency Management Agency
EMI	Emergency Management Institute
EMS	Emergency Medical Services
EMT	Emergency Medical Technician
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
EPA	Environmental Protection Agency
EPCRA	Emergency Planning and Community Right-to-Know Act
EPI	Emergency Public Information
ERT	Emergency Response Team (FBI)
ERT-AE	Emergency Response Team - Advance Element
ERTU	Evidence Response Team Unit
ESDA	Emergency Services and Disaster Agency
ESF	Emergency Support Function
EST	Emergency Support Team
EU	Explosives Unit
FBI	Federal Bureau of Investigation
FCO	Federal Coordinating Officer
FCP	Forward Command Post
FEMA	Federal Emergency Management Agency
FEST	Foreign Emergency Support Team
FNS	Food and Nutrition Service
FRERP	Federal Radiological Emergency Response Plan
ERMALC	Federal Radiological Monitoring and Assessment Center
FRP	Federal Response Plan
FS	Forest Service
HazMat	Hazardous Materials
HHS	Department of Health and Human Services
HMRU	Hazardous Materials Response Unit
HQ	Headquarters
HRT	Hostage Rescue Team (CIRG)
HTIS	Hazardous Technical Information Services (DOD)
IC	Incident Commander
ICS	Incident Command System
IDNS	Illinois Department of Nuclear Safety
IND	Improvised Nuclear Device

IDOT	Illinois Department of Transportation
IEMA	Illinois Emergency Management Agency
IEPA	Illinois Environmental Protection Agency
IMS	Incident Management System
JIC	Joint Information Center
JOC	Joint Operations Center
JTF-CS	Joint Task Force for Civil Support
LCEMA	Lake County Emergency Management Agency
LCHD	Lake County Health Department
LEPC	Local Emergency Planning Committee
LFA	Lead Federal Agency
LLNL	Lawrence Livermore National Laboratory
MABAS	Mutual Aid Box Alarm System
MBS	Media Briefing Center
MEDCOM	Medical Command
MMRS	Metropolitan Medical Response System
MOA	Memorandum of Agreement
MSCA	Military Support to Civil Authorities
NAP	Nuclear Assessment Program
NBC	Nuclear, Biological, and Chemical
NCP	National Oil and Hazardous Substances Pollution Contingency Plan
NDMS	National Disaster Medical System
NDPO	National Domestic Preparedness Office
NEST	Nuclear Emergency Search Team
NETC	National Emergency Training Center
NFA	National Fire Academy
NIMS	National Incident Management System
NMRT	National Medical Response Team
NRC	Nuclear Regulatory Commission
NRT	National Response Team
NSC	National Security Council
NSS	National Shelter Survey
NTIS	National Technical Information Service
NWS	National Weather Service
NWS	National Warning System
OEP	Office of Emergency Preparedness
OFCM	Office of the Federal Coordinator for Meteorology
OIG	Office of the Inspector General (USDA)
OSC	On-Scene Commander
OSLDPS	Office for State and Local Domestic Preparedness Support
PDA	Preliminary Damage Assessment
PDD	Presidential Decision Directive
PIO	Public Information Officer
PHS	Public Health Service

POC	Point of Contact
PT	Preparedness Training and Exercises Directorate (FEMA)
R&D	Research and Development
RAP	Radiological Assistance Program
RCRA	Research Conservation and Recovery Act
RDD	Radiological Dispersal Device
REAC/TS	Radiation Emergency Assistance Center/Training Site
ROC	Regional Operations Center
RRIS	Rapid Response Information System (FEMA)
RRT	Regional Response Team
SAC	Special Agent in Charge (FBI)
SARA	Superfund Amendments and Reauthorization Act
SBCCOM	Soldier and Biological Chemical Command (U.S. Army)
SCBA	Self-Contained Breathing Apparatus
SEB	State Emergency Board
SERC	State Emergency Response Commission
SIOC	Strategic Information and Operations Center (FBI HQ)
SLG	State and Local Guide
SSO	Shelter System Officer
TLRC	Tribal Emergency Response Commission
TIA	Terrorist Incident Appendix
TRIS	Toxic Release Inventory System
UC	Unified Command
UCS	Unified Command System
USC	U.S. Code
USDA	U.S. Department of Agriculture
USFA	U.S. Fire Administration
VA	Department of Veterans Affairs
WMD	Weapons of Mass Destruction
WMD-CST	WMD Civil Support Team