



# ANNUAL REPORT 2019

## Delaware County Homeland Security & Emergency Management

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## On the Cover

Participants in the 40-hour Hazmat  
Technician Course hosted by  
BST&G Fire District

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# Letter from the Director

2019 was a year filled with trainings, drills, spills and other preparedness activities, including the public and first responders. Added to this was also numerous planning functions, including a complete update and approval of the Delaware County Multi-Hazard Mitigation Plan. Last but certainly not least, this year bore witness to big changes within the DCOHSEM team.

To maintain perishable skillsets, DCOHSEM, along with partners and stakeholders, participated in a number of exercises and drills. As an example, an Emergency Operations Center (EOC) functional exercise was held in the spring encompassing response to a blizzard scenario. Nearly thirty individuals from a wide variety of agencies participated in or supported the exercise as facilitators or coordinators. Additionally, there were numerous hazardous materials drills and trainings, including the annual Local Emergency Planning Committee (LEPC) exercise and several Delaware Area Response Team (DART) training scenarios. Another highlight of the year was the annual weather spotter's course, taught by personnel of the National Weather Service.

One of the most in-depth plans maintained by DCOHSEM is the Multi-Hazard Mitigation Plan. The update to this plan was finalized in the spring after an intensive process of coordination among local, state and federal stakeholders to review realistic hazards and threats within Delaware County. This plan will serve as a roadmap in identifying actionable ways to reduce or eliminate risks in Delaware County. The plan is available on the DCOHSEM website - click [here](#) to view it. The plan will remain current for a window of five years, during which period reviews will occur until the next major update.

Lastly, the office saw the retirement of long-time DCOHSEM team member, Bob Lavender. Bob served the office for nearly twenty years and played an important role in many projects and functions. Bob's retirement left some big shoes to fill. Toward the end of the year, Cody Jackson and Scott Stewart were hired as Emergency Management Specialists. They have brought previous public safety experience and enthusiasm to the table.

As you read these pages, I hope you come away with an increased understanding for how your emergency management program serves Delaware County. If you should have any questions, please do not hesitate to reach out.

Humbly submitted,

Sean Miller,

Director

# DCOHSEM Mission Statement

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WE STRIVE TO REDUCE OR ELIMINATE THE EFFECTS OF DAY TO DAY EMERGENCIES AND LARGE-SCALE DISASTERS IN DELAWARE COUNTY THROUGH PREPAREDNESS, MITIGATION, RESPONSE, AND RECOVERY.

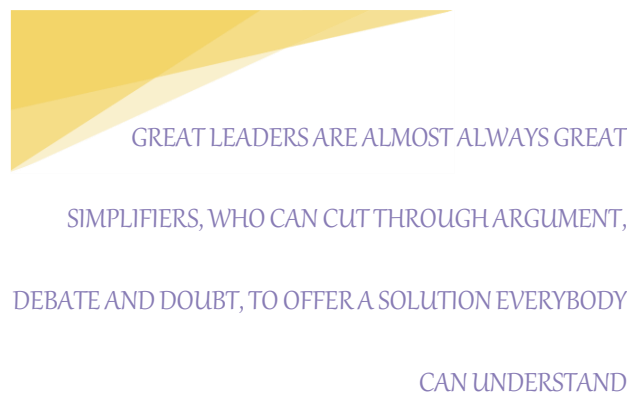
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## Leadership

The Delaware County Office of Homeland Security and Emergency Management Executive Committee has nine members representing 26 political subdivisions (the cities of Dublin, Westerville and Columbus are not included). Representation from fire and law enforcement are also on the Committee.

The 2019 Executive Committee members are:

- Steve Hrytzik, Powell Police Chief -Chair and Represents the City of Powell
- Troy Morris, Tri-Township Fire Chief - Vice Chair and Represents the Delaware County Fire Chief's Association
- Barb Lewis, Delaware County Commissioner - Represents the Delaware County Board of Commissioners
- Scott Vance, Delaware County Sheriff Captain - Represents the Delaware County Sheriff's Office
- John Donahue, City of Delaware Fire Chief - Represents the City of Delaware
- Russ Baron, Shawnee Hills Police Chief - Represents Villages
- Charles Miley, Brown Township Trustee - Represents Townships
- Sandra Stults, Scioto Township Trustee - Represents Townships
- Dewey Akers, Kingston Township Trustee - Represents Townships



-Colin Powell

# Financial Summary

During Fiscal Year 2019, EMA's operations were funded through a combination of grants (local, state and federal) and by an apportionment assessment on the jurisdictions it serves.

Revenue	
Apportionment amount	\$ 130,000.01
Grants	\$ 158,545.72
Total	\$ 288,545.73

These figures are only for the main operating fund and are not inclusive of special projects, pass through funding, carry over projects, etc. Additionally, some of the revenue received in 2019 was grant funding for activities in 2018.

Expenditures	
Materials and supplies	\$ 4,111.31
Capital equipment	N/A
Services & charges	\$ 11,074.77
Salaries & benefits	\$ 265,837.90
Total	\$ 281,023.98

## Grants & Planning

### Grants

Delaware County Office of Homeland Security and Emergency Management (DCOHSEM) coordinates with the Ohio Emergency Management Agency and regional partners on the following grants:

#### EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG)

This grant provides federal funds to states to assist state and local governments in preparing for all hazards. The DCOHSEM uses the EMPG grant to assist in operational costs for the office.

#### STATE HOMELAND SECURITY GRANT (SHSP)

This grant provides funding for equipment and supplies for public safety. These grant funds represent a return on investment for local jurisdictions which pay into DCOHSEM.

#### HAZARD MITIGATION GRANT PROGRAM (HMGP)

This grant allows for DCOHSEM to coordinate with local and State partners on long-term efforts to reduce the impact of future disaster losses in their communities.

### Planning

DCOHSEM staff continues to create, review, and update county plans and Standard Operating Procedures. In accordance with local, state and federal guidelines. In 2019, DCOHSEM personnel and volunteers continued work on numerous plans including: Emergency Operations Plan (EOP), Mitigation Plan, Resource Guide, and the Dam Inundation Plan.

# Warnings & Notifications

Warnings and notifications are a key part in alerting the community in the event of a natural or man-made disaster. DCOHSEM works closely with Delaware County Emergency Communications (9-1-1) to maintain an effective alerting system for Delaware County. Below are some of the alerts that may be used in Delaware County:

- ❖ Heads-Up / Weather Briefing Email (used primarily for potential inclement weather)
- ❖ Countywide Outdoor Warning Siren System
- ❖ Everbridge / DelCoAlerts
- ❖ Wireless Emergency Alerts (WEA)
- ❖ Emergency Alert System (EAS)

## Severe Weather Outreach

Severe weather can happen anytime of the year, whether it be spring, summer, autumn or winter. DCOHSEM coordinates with the National Weather Service (NWS) during inclement weather. In 2019, DCOHSEM sent approximately 10 “Heads Up” weather email briefings to our partner agencies to allow them time to prepare for the impending weather systems. Social media was also utilized as a means of communication to the community. When severe weather impacts Delaware County, DCOHSEM personnel work closely with the NWS to conduct damage surveys of the affected area(s).

DCOHSEM provides free safety & preparedness and severe weather presentations to local schools, scouts, civic groups and other local organizations at their location, or in the Emergency Operations Center. The annual Weather Spotter Course is a popular event that is held in the spring each year. In 2019, there were approximately 100 community members in attendance to learn about severe weather at the March event.



2019 Weather Spotter Course - Ken Haydu  
- NWS meteorologist instructing the course



Social media weather updates



Monitoring impending severe weather  
in the EOC - Bob Lavender,  
DCOHSEM Operations Manager



# Trainings & Exercises

Trainings and exercises are a way to increase preparedness through realistic, simulated scenarios which allow emergency and first response agencies to work as a “well-oiled machine” should a real-life incident arise. DCOHSEM holds exercises and trainings in the field, the Emergency Operations Center (EOC), and various other locations around the county. Additionally, the office works with schools and businesses to exercise their emergency plans as well as training with our response agencies. Below are some of the events we have participated in:



## Trainings

- ICS 300/400 - held the week of October 14, 2019 (incident command for responders)
- WEA Monthly Tests (Warnings & Notifications)
- Monthly WebEOC Drills (EOC online incident management tool)



## Exercises



- HazMat Full Scale - held on May 3, 2019 (HazMat technician 40-hour class exercise)
- 3-Day DART drill - held the week of December 10, 2019 (hazmat team drills)
- EOC Spring Functional exercise - held March 11, 2019 (blizzard scenario exercise)



## EOC/JIC

### EMERGENCY OPERATIONS CENTER

The core functions of the Delaware County Emergency Operations Center (EOC) include: resource sharing, communication, tracking information and data collection. The EOC is also used for training with partner agencies, and the training allows the office to exercise the over 25- Delaware County Hazard Specific Plans (HSP), Functional Plans (FP) and Standard Operating Guidelines (SOGs). The EOC can be activated by DCOHSEM staff or at the request of a partner agency. It was activated in 2019 for the Little Brown Jug Harness Race in September, and placed in a monitoring phase for several severe weather events.



### JOINT INFORMATION CENTER/PUBLIC INFORMATION

The Delaware County Joint Information Center (JIC) is a physical facility that allows public information professionals, including the Crisis Communications Team, to work together to disseminate critical information, monitor social media, provide rumor control and work with the news media. The JIC is housed in a room off the EOC. The DCOHSEM also operates a backup EOC and JIC at an alternate location in the event the main Emergency Operations Center cannot be utilized.



# Delaware County Special Needs Registry (DCSNR)

The Delaware County Special Needs Registry was created to allow those who reside, work and go to school in Delaware County to have the ability to sign-up for this lifesaving registry. The Registry allows first responders to have access to information that allows them to begin formulating the appropriate response before they even arrive on scene. It also allows emergency responders to plan for the needs of the registrants. This may include providing additional help to evacuate residents that may be impacted from flooding or power outages.

## Why a Registry?

The DCSNR was designed to help first responders assist residents with special / functional needs in the event of a disaster or emergency

## Confidential

The information collected will not be available to the public, and is protected by HIPAA privacy rules

## Who is eligible?

The Registry serves those who reside, work and go to school in Delaware County with special / functional needs that would benefit from this service

## Signing Up is Easy!

Signing up for the registry is easy but requires a HIPAA form to be completed and sent back the DCSNR Coordinator at the address on the form. Once the patient's completed HIPAA form is received, the Coordinator will reach out to the DCSNR liaison at the local fire department or EMS station to complete the registration. Once the patient is in the database they will receive a login and a password. This will allow registrants to log into the database and change information such as medication or updating an address or phone number

## Contact

The Registry is administered by the Delaware County Office of Homeland Security and Emergency Management (DCOHSEM). The DCSNR coordinator can be reached at (740)833-2180 or by email at [delcospecialneeds@delcoema.org](mailto:delcospecialneeds@delcoema.org)



## Outreach & Communications

### Stay in the know!

DCOHSEM takes the preparedness, safety and security of the community very seriously. To that end, the office continually works to educate the community through outreach.

You may see us at various events throughout the year discussing ways to keep you and your loved ones safe.

DCOHSEM offers free presentations on emergency preparedness, emergency communications (9-1-1), and severe weather awareness to schools, scouts, civic groups, homeowner associations and other interested groups.

Contact DCOHSEM to learn more about the outreach program, or to schedule a presentation.

In 2019, below are some of the events we participated in:

- Powell Mystery Night Out
- Fire Department Open Houses
- First Friday - October Fire Safety
- Kid's Safety Scenes
- Safety Camps and Safety Towns



## Social Media

@DelCoEMA

DCOHSEM uses social media to reach members of the community that may not normally receive information from the DCOHSEM.

DCOHSEM mainly uses Twitter and Facebook social media platforms to disseminate severe weather briefings and updates, promoting upcoming DCOHSEM events, such as the annual weather spotter course, and weather and safety preparedness.

Social media posts include shelter openings, how to receive communications in an emergency, outdoor warning siren information, and other relevant topics.

Like us on Facebook and Twitter!



## Fan Drive

Created in 2012, the DCOHSEM Fan Drive has generated hundreds of fan donations that benefit People in Need of Delaware County, Inc. 2019 was a great year for fan donations, as approximately 200 fans were donated. The spirit of giving is evident throughout Delaware County as individuals, groups, and businesses continue to donate fans. The office has been fortunate to have partner agencies use the fan drive for group donations. This is important as every donation makes a difference in someone's life. Thanks to the local fire & EMS stations and the Delaware District Library (all branches) that generously act as "donation stations" during the fan drive.

The DCOHSEM team appreciates the community spirit that is alive and thriving in Delaware County!



Fan donations delivered to PIN by Orange Twp. FD - l to R Captain Rice, Orange Twp. FD and Randy Bournique, PIN

## Volunteer Program

In 2019, DCOHSEM was fortunate to have dedicated technical volunteers and administrative support volunteers who have proven to be an asset to our team. Volunteers are the heart of the agency, and their hard work and dedication are appreciated.

This year, the volunteer groups worked diligently on creating Standard Operating Guidelines (SOGs), planning, and several technical projects including the Highway Advisory Radio station that is used annually to provide traffic information for Delaware County Fair traffic information.

### Administrative Support Volunteer Team

The administrative support volunteer team is comprised of those dedicated individuals wishing to serve their community by volunteering their time and expertise. The administrative volunteers are primarily dedicated to working on emergency management planning efforts. They research information for many of Delaware County's plans, including Hazard Specific Plans (HSP), Functional Plans (FP), technical documents and Standard Operating Procedures/Guidelines (SOPs /SOGs). They reach out to partner agencies for more information and work with emergency management staff to implement their findings.

### Technical Support Volunteer Team

The technical support volunteer team is comprised of three technically savvy gentlemen. They are licensed amateur radio operators who are skilled with digital radio modes, cyber security, electronics, highway advisory radios, and technical document writing. They have provided many services to DCOHSEM and our partner agencies. They worked as a team with emergency management staff to deploy the Highway Advisory Radio (HAR) (1670 AM) for use during the Delaware County Fair. They use their extensive knowledge to setup the HAR, and create the recorded messages for the system. They continue to work on ways to improve use of the advisory radio as well as other devices in the Emergency Operations Center. Their skill and knowledge base has been greatly appreciated!

# Meet the Team

## Staff

In 2019, the DCOHSEM office was staffed by three full-time and two part-time employees. The positions of director, deputy director, and operations manager are full-time positions. With the retirement of the operations manager in August, two part-time specialist positions were created and filled.

The DCOHSEM director and deputy director rotate an on-call emergency response schedule and include the EMA specialist positions providing on-scene back-ups. The on-call personnel will respond to emergency situations, which may include severe weather and hazardous materials response that may occur during business hours, after hours and on holidays as requested by partner agencies via Delaware County 9-1-1 (DELCOMM). The DCOHSEM personnel participate in multiple exercises, trainings and continued education throughout the year to better serve the community.



Sean Miller  
Director



Sandy Mackey  
Deputy Director



Bob Lavender  
Operations Manager



Cody Jackson  
Specialist



Scott Stewart  
Specialist



## Meet the Team, continued

### Volunteer Team



Eli Cochran  
Technical Volunteer



Joe Hussey  
Technical Volunteer



Gary Mackey  
Technical Volunteer



Collin Maio  
Administrative Volunteer



Jarren Ringle  
Administrative Volunteer



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