



# 2018 Annual Report

**Delaware County Office of Homeland Security and Emergency Management**

**DCOHSEM**

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# LETTER FROM THE CHAIRMAN

Stephen Hrytzik



**Stephen Hrytzik**

“In 2018, Delaware County Office of Homeland Security and Emergency Management has worked diligently to provide exceptional service to the community we serve. “

Welcome to the 2018 year-end report for the Delaware County Office of Homeland Security and Emergency Management (DCOHSEM). Director Sean Miller and his staff, along with the dedicated members of the DCOHSEM board, have worked diligently over the past year to provide training and resources to local government agencies, as well as the citizens of Delaware County. These good works have provided opportunities for the community to be better prepared for an emergency, as well as knowing where to go for resources and help.

Some of the highlights include: DCOHSEM members assisting in the planning, implementing and evaluation of several threat assessments and exercises; completion of the Safe Room (shelter) project; grant funding to hire additional staff to work on the multi-hazard mitigation plan; and a Homeland Security grant for a mobile data terminal (MDT) project.

The DCOHSEM will continue to work toward the completion of on-going projects as well as new goals for 2019. Some of the 2019 goals include: outreach programs to educate the public on emergency awareness; 5 year strategic plan; and continued staff development.

Please take a moment to review this report and see all that Emergency Management is doing in Delaware County to make our community safe.

# LETTER FROM THE DIRECTOR

Sean Miller



Sean Miller

“Emergency management, by its very nature, is a discipline which involves a great deal of planning and coordination ‘behind the scenes’”.

In the following pages, you will read about the *numerous* accomplishments of the Delaware County Office of Homeland Security and Emergency Management (DCOHSEM) in 2018. The year was filled with plan updates, exercises and drills, grant work, continuing education, coordination, responses, support of pre-planned events, an Emergency Management Assistance Compact (EMAC) deployment for Hurricane Florence and much mitigation.

As DCOHSEM Director, I hope that you will find the 2018 report illustrative in relaying the functions and endeavors of the organization. Emergency management, by its very nature, is a discipline which involves a great deal of planning and coordination “behind the scenes”. These annual reports represent a way of displaying return on investment to the public and other stakeholders. Along these lines, to better illustrate DCOHSEM responsibilities, we adopted a new, more succinct mission statement in 2018:

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.

As a resident and employee of Delaware County, I am pleased with the direction of DCOHSEM. We are fortunate to have dedicated staff members and volunteers, an involved and supportive executive committee and engaged partner agencies. I look forward to the projects, challenges and opportunities 2019 has in store. I trust you will find these pages both informative and far more than merely “adequate”.

Very respectfully,

A handwritten signature of Sean Miller in black ink.

# 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). The Committee works closely with the authority to hire/fire, purchase, seek grants and provide mutual aid rests with the Executive Committee.

## 2018 EXECUTIVE COMMITTEE MEMBERS

-  Steve Hrytzik, Powell Police Assistant 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
-  Russell 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



## FINANCIAL SUMMARY

### 2018 Revenue Sources

Apportionments: \$130,000.00

Grants: \$ 109,672.81\*

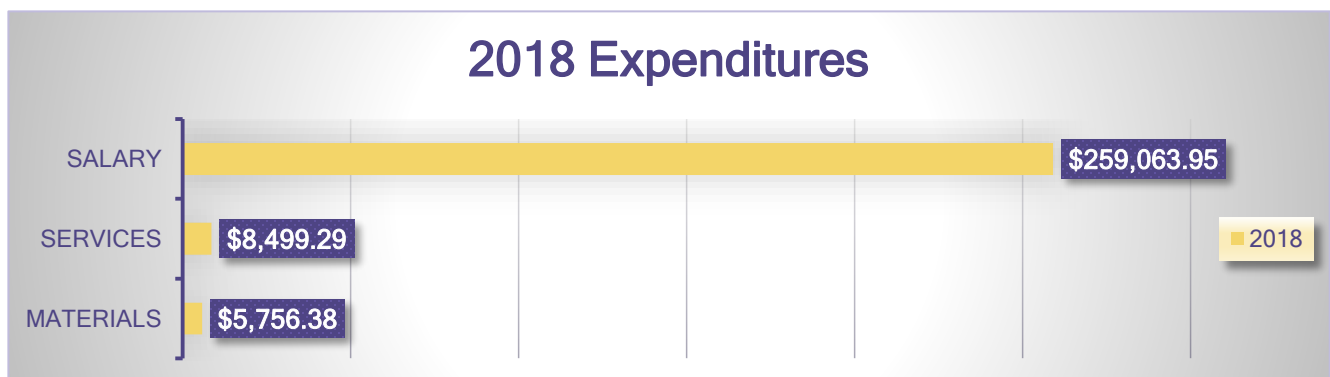
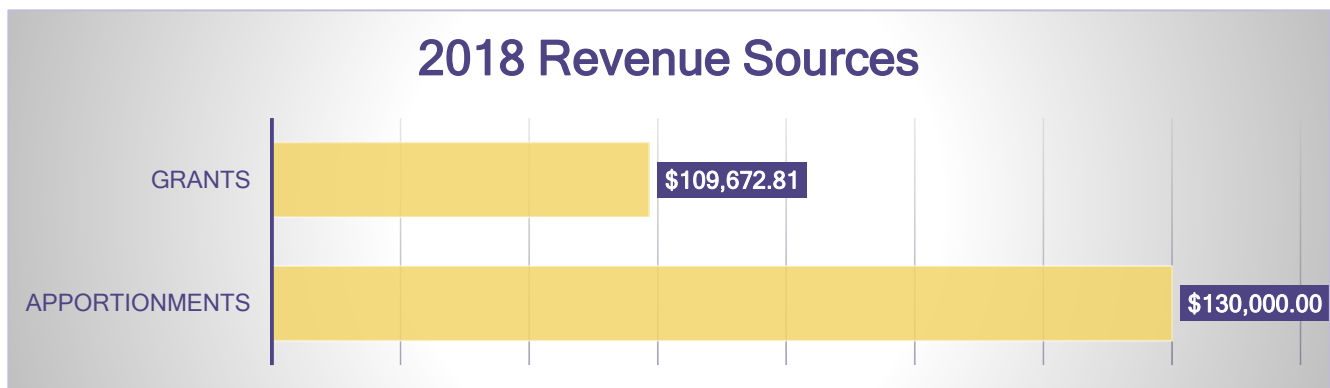
\*Note: Some grant reimbursements for activities in 2018 were received in early 2019. As an example, shortly after the New Year, \$68,629.68 in Emergency Management Performance Grant (EMPG) funds were reimbursed to DCOHSEM by Ohio EMA. Any reimbursements received in 2019 will be included in the 2019 annual report.

### 2018 Expenditures

Materials, Supplies & Equipment: \$5,756.38

Services and Charges: \$8,499.29

Salary and Benefits: \$259,063.95



## SERVICES PROVIDED

In the event of a disaster, Delaware County Emergency Management coordinates the county's resources and agencies to reduce the impact it has on the county. DCOHSEM's primary focus is life and property safety. The operational focus is on supporting emergency responders and citizens of Delaware County. Some of the services that DCOHSEM provides or coordinates can be found on the following pages.

## 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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## EMERGENCY OPERATIONS CENTER

The Delaware County Emergency Operations Center (EOC) core functions include: resource sharing, communication, tracking information and data collection. The EOC is also used for training with our partner agencies, and the training allows us 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 2018 for the Little Brown Jug Harness Race in September, and in a monitoring phase for several severe weather events. When a crisis or disaster occurs, or is imminent, the EOC may be put in a monitoring phase or may be activated, depending on the need. DCOHSEM staff provided support to the Orange Township Fire Department during a Presidential visit in August.



Services, continued

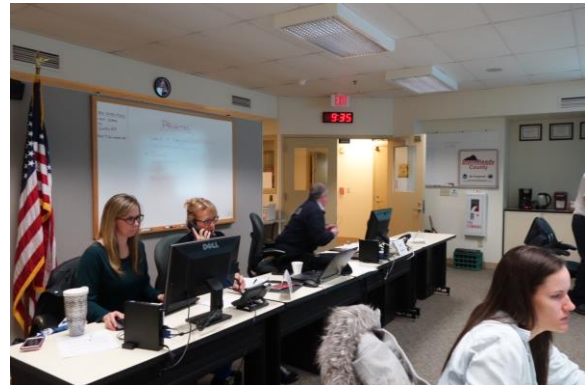
## JOINT INFORMATION CENTER/PUBLIC INFORMATION

The Delaware County Joint Information Center (JIC) is a physical facility that allows public-information professionals 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. DCOHSEM also operates a backup EOC and JIC at an alternate location in the event the main Emergency Operations Center cannot be utilized. Training is provided to Delaware County public information professionals on public information specific courses, EOC operations and incident management tools, such as WebEOC.

Two of the many plans DCOHSEM maintains, creates and revises are the Crisis Communications Team Plan (CCT) and the Joint Information Center Plan (JIC). These plans are used throughout the year and public information assistance is available to our partner agencies throughout the year.



*Media Interview - January 2018*



*EOC Exercise - April 2019*



*Public Information Course April 2018*



Services, continued

## DELAWARE COUNTY SPECIAL NEEDS REGISTRY (DCSNR)

The DCSNR is administered by the DCOHSEM and the program is coordinated by the DCOHSEM'S Deputy Director who works closely with the DCSNR Liaison Team. The Liaison Team consists of the administrating agency DCOHSEM, 9-1-1, local fire, law enforcement, and EMS who collaborate to ensure seamless coverage to our community. To be added to the DCSNR the patient must work, live or go to school in areas of Delaware County that are serviced by DCOHSEM and 9-1-1.

The DCSNR was designed for emergency situations that include medical emergencies as well as disasters. Having the ability to know of a person's special/functional needs before a responder reaches the scene is very useful in formulating an appropriate response. The DCSNR is a product of collaboration between agencies and departments to provide this excellent resource to the community. The DCSNR also partners with the Delaware County Auditor's Office and Geographic Information Systems (GIS) to provide technical support with mapping and public safety applications. We also work closely with the Delaware County Information Technology (DATA) who provides database/website support.

From medical emergencies to evacuations and planning, the DCSNR is a resource that is in place to help keep the community safe. Information on the DCSNR can be found by visiting [www.delcoema.org](http://www.delcoema.org) and clicking on the special needs registry tab.



Members of the Special Needs Registry Liaison Team  
DCOHSEM, EMS, Law Enforcement & Fire

Services, continued

## GRANTS

Delaware County Office of Homeland Security and Emergency Management (DCOHSEM) applied for and received multiple grants for a wide variety of public safety purposes. Three of the main highlights are as follows:

### EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG)

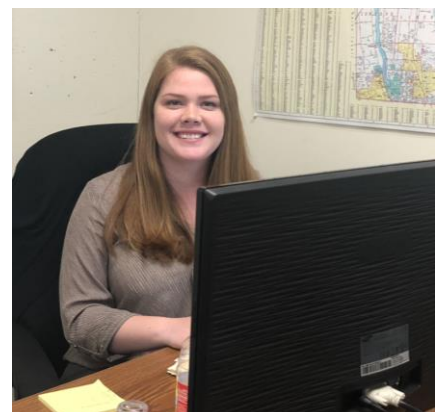
The purpose of EMPG is to provide federal funds to states to assist state and local governments in preparing for all hazards. The federal government, through EMPG, provides direction, coordination and guidance, and provides necessary assistance to support a comprehensive all-hazards emergency preparedness system. DCOHSEM received a grant for \$100,587.00 to assist in operation costs for the office.

### STATE HOMELAND SECURITY GRANT (SHSP)

DCOHSEM continued to work on the procurement process for \$135,193.00 in State Homeland Security Grant funds for equipment/supplies for public safety - DCOHSEM assisted in securing these funds previously and this represents roughly the same amount local jurisdictions paid into the 2018 DCOHSEM's budget for operating expenses - these grant funds represent a return on investment for local jurisdictions which pay into DCOHSEM. As an example, Liberty Township Fire Department recently took delivery of mobile, wireless, in-vehicle computers as part of a grant project, which was approximately \$40,000.00.

### PRE-DISASTER MITIGATION GRANT (PDM)

Using an internship, Jodi Elam, was hired in mid-September to complete the update of the Pre-Disaster Mitigation Grant Plan. Partner and public input has been and will continue to be sought throughout this process. A FEMA approved, locally adopted mitigation plan is a requirement for certain federal funding following disasters.



Jodi Elam, DCOHSEM Intern

Services, continued

## PLANNING

Delaware County Office of Homeland Security and Emergency Management (DCOHSEM) maintains more than 25 Functional Plans (FP), Hazard Specific Plans (HSP) and Technical Standard Operating Procedure's (SOP's) based on the all-hazards approach. DCOHSEM works closely with partner agencies, local jurisdictions and the public and private sector to ensure the county is prepared for any disaster. DCOHSEM staff continues to create, review and update county plans according to local, state and federal guidelines.

In 2018, DCOHSEM personnel and volunteers created, reviewed and updated numerous plans including: Delaware County Emergency Operations Plan, Fair Plan, Dam Inundation and the Delaware County Crisis Communications Team (CCT) and correlating CCT Plan. Plans are tested through the EOC exercises that occur throughout the year.

## FAN DRIVE

Created in 2012 by DCOHSEM, the Delaware County Fan has generated hundreds of fan donations that benefit People in Need of Delaware County, Inc. 2018 was a record year for fan donations with over 300 fans being donated. The spirit of giving is evident throughout Delaware County as individual donations, group and business donations exceeded last year's numbers. We have been fortunate to have partner agencies use the fan drive for group donations, such as the Delaware Soil & Water Conservation District (pictured). Thanks to the local fire & EMS stations and the Delaware District Library (all branches) that offered to be "donation stations" during the fan drive. This is what makes us #DelCoProud



Services, continued

## SOCIAL MEDIA

In 2018, DCOHSEM'S use of social media to reach the community has increased.

DCOHSEM uses Twitter, Facebook and Nextdoor to educate the community on severe weather, safety and preparedness. This includes weather that may impact the area and updates on siren test, shelters, available trainings and much more. DCOHSEM can be found on social media @delcoema



## OUTREACH

Working to educate our community through outreach is very important, and the staff at DCOHSEM take that seriously. We are invited to many events in the course of a year and try to attend as many as possible. We offer free safety & preparedness and severe weather safety presentations to local schools, scouts, civic groups and other local organizations at their location, or in the Emergency Operations Center. Contact the DCOHSEM for details.





Services, continued

## EXERCISES & TRAININGS

Trainings and exercises are a way we can collaborate to allow emergency and first responders to work as a “well-oiled machine” should a real life incident arise. We hold exercises and trainings in the field, in the Emergency Operations Center, and various other locations around the county. We work with schools and businesses to exercise their emergency plans as well as training with our response agencies. Here are a few 2018 exercises/trainings we have held:



2018 DCOHSEM Exercises & Trainings	Date
Delaware County Outdoor Warning Siren Monthly Test	Monthly - 1 <sup>st</sup> Wednesday
EOC Spring Functional Exercise	March 27
Weather Spotter training for responders & public	March 29
Supported School Districts to meet emergency planning and exercise requirements including discussion base, functional and full-scale exercises.	Throughout the year
Hosted two public information courses	April 25-27
WebEOC course	August 21
HazMat courses and trainings - grant funded	Throughout the year
Hosted a dam tabletop (discussion based) exercise which was facilitated by the US Army Corps of Engineers. The exercise was held to test emergency plans and procedures should a structural concern arise at one of the dams.	September 26



Services, continued

## **COMMITTEES, GROUPS AND TASK FORCES**

2018 was a busy year for the emergency management staff. Emergency Management staff members are actively involved in various task forces, response teams and other county-wide safety teams including local schools.

### **LOCAL EMERGENCY PLANNING COMMITTEE (L.E.P.C.)**

Under the Emergency Planning and Community Right-to-Know Act (E.P.C.R.A.), Local Emergency Planning Committees (L.E.P.C. s) must develop an emergency response plan, review and exercise the plan at least annually and provide information about chemicals in the community to citizens. In 2018, the L.E.P.C. met quarterly to discuss local hazardous materials incidents, responses, planning the annual exercise, and review the Delaware County Hazardous Materials Hazard Specific Plan (HSP).

### **DELAWARE AREA RESPONSE TEAM (D.A.R.T.)**

Delaware County Emergency Management is active in the Delaware Area Response Team (the County's hazardous materials team) and provides response assistance in the event of hazmat spills. Emergency management strives to provide training on radiological equipment and meters to the Team. DART participates in the annual L.E.P.C. exercise which allows them to be more efficient as a hazmat team.

### **DELAWARE COUNTY CHILD ABDUCTION RESPONSE TEAM (CART)**

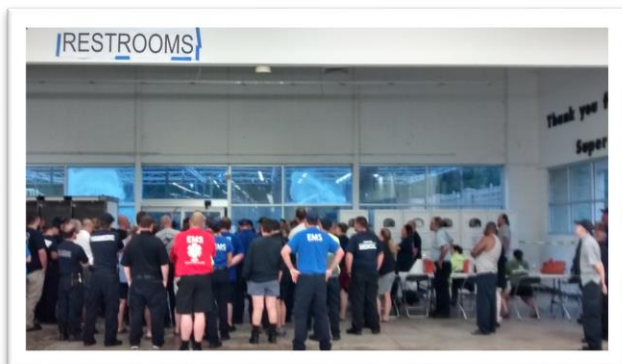
The DelCo CART is a multi-jurisdictional team formed to provide a rapid response to the report of missing and/or abducted children. The Delco CART is comprised of law enforcement agencies within Delaware County, Ohio, who work in unison to provide a rapid response team to coordinate the investigation of a missing and/or abducted child that the team has been requested to assist.

# EMERGENCY MANAGEMENT ASSISTANCE TEAM (EMAT)

In September of 2018, Sean Miller, Director of DCOHSEM, deployed to Carteret County, North Carolina as part of a state to state request for emergency operations center personnel following Hurricane Florence. This deployment involved a team of four persons from Ohio counties.

The other counties represented were Fairfield County (Jon Kochis), Cuyahoga County (Mark Christie) and Hamilton County (Morgan Peterson). This team was requested through the Emergency Management Assistance Compact (EMAC) system by Carteret County via North Carolina.

Director Miller's experience from this deployment has provided insight into recovery and EOC management.



Raleigh, NC staging area



Carteret County EOC

## DELAWARE STATE PARK SAFE ROOM

DCOHSEM previously identified the need to build multi-purpose safe rooms, with an emphasis on the most vulnerable populations and locations. Two of the most vulnerable places to severe summer weather in the county are Delaware and Alum Creek State Parks. In 2012, DCOHSEM erected two outdoor warnings sirens at each of the aforementioned parks. This was possible through a grant and funds from the Delaware County Board of Commissioners. This was a necessary first step for safe room grant funding as there must be a way to warn those who would use the shelters.

In 2017 and 2018, DCOHSEM was able to construct a safe room at Delaware State Park Campground with a capacity of roughly 850 persons. This project was possible through federal, state and local funding. The federal funding was through the Hazard Mitigation Grant Program (HMGP). The Ohio Emergency Management Agency provided some matching funds and Ohio Department of Natural Resources (ODNR) assisted financially, as well. The Delaware County Board of Commissioners provided the local funds. The safe room was completed in late summer of 2018.



## INTERN AND VOLUNTEER PROGRAM

In 2018, DCOHSEM was fortunate to acquire a pre Mitigation Disaster Grant which allowed for the hiring of an intern, whose sole project is updating the Mitigation plan. This is a temporary position lasting until the completion of the plan or the grant is exhausted. Technical volunteers and administrative support volunteers continued to be a tremendous asset to our team. Volunteers are the heart of the agency, and their hard work and 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 planning. 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 skilled with antenna building, video equipment, electronics, websites, security systems, computers, 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 (1670 AM) for use during the Delaware County Fair. They used their knowledge to setup the antenna 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

We are proud to introduce our intern and volunteer team:

### Jodi Elam, Emergency Management Intern



Jodi is interning with the Delaware County Office of Homeland Security and Emergency Management. She will be responsible for the updating of the Delaware County Mitigation Plan. Jodi is new to Ohio, having recently moved from Colorado where she completed her Bachelor's degree in Geography and Environmental Studies from the University of Colorado and her Masters of Environmental Management from Western State University.

### Eli Cochran, Technical Volunteer



Eli resides in Delaware County with his wife. He enjoys electronics, robotics and computers. He is a regional manager at a business that provides digital courtroom recordings and A/V integration. Eli has worked in the IT industry for the past decade and has multiple certifications, is a ham radio operator and Eagle Scout. He also volunteers with the National Robotics Challenge.

### Joe Hussey, Technical Volunteer



A retired Navy Chief, Joe and his wife live in southern Delaware County. After retiring from the Navy, Joe launched a second career as a technical writer. Joe became interested in technology at a very young age. He has been a licensed Amateur Radio operator for over 60 years. In retirement, Joe enjoys volunteer activities.

### Gary Mackey, Technical Volunteer



A Michigan native, Gary resides in Delaware County with his wife. They have two children and two grandchildren. Gary works for one of the world's largest information technology companies. He enjoys riding motorcycles, and working with amateur radio and owns the Yaesu Wires-X Linked Repeater system in Ohio. He has volunteered with Delaware County Emergency Management for the past 7 years.



## MEET THE TEAM *Continued*

### Collin Maio, Administrative Volunteer



Collin served four years in the Marine Corps as an artillery crewman. His studies heightened his interest in emergency management and he has been volunteering with Delaware County Office of Homeland Security and Emergency Management since early 2017. While not volunteering for DCOHSEM, or working as a security and intelligence expert for Abercrombie and Fitch, Collin enjoys woodworking and spending time with his family.

### Jarren Ringle, Administrative Volunteer



Jarren learned the value of Emergency Management having parents active in the leadership of Shelby County, Ohio, Civil Defense. He is a graduate of The Ohio State University, majoring in Business Administration and has a Master's Certificate in Project Management from George Washington University. Jarren resides in Delaware County with his wife. He has multiple professional designations including Yellow Belt in Lean Six Sigma; Master's Certificate in Project Management (MCPM); Institute for Certification of Computer Professionals (CCP); Project Management Institute, Project Management Professional (PMP); ITIL Foundation Certificate in IT Service Management; Project Manager Development Program Graduate - Keane, Inc.; and Institute for Certification of Computer Professionals, (CDP).



## STAFF

The DCOHSEM office is staffed by three full-time employees who rotate an on-call schedule to handle emergency situations that may occur during business hours, after hours and on holidays. They diligently continue their education throughout each year to better serve the community.

Sean Miller, Director



Sean has been with DCOHSEM since 2008. In 2018, Sean was appointed to the State Emergency Response Commission (SERC) by Governor John R. Kasich. Sean also deployed to North Carolina as part of an Emergency Management Assistance Team (EMAT) responding to Hurricane Florence. Sean participates with many teams, committees and task forces. He is an Ohio native and lives in Delaware County with his family.

Sandy Mackey, Deputy Director



Sandy has been with DCOHSEM since 2012. In 2018, she received her Ohio Certified Emergency Manager designation as well as graduated from the FEMA Basic Academy. Sandy assumes the role of Director in the Directors' absence, is the Delaware County Special Needs Registry Coordinator and handles public information and social media for DCOHSEM. She is a Michigan native and lives in Delaware County with her husband.

Bob Lavender, Operations Manager



Bob has been with DCOHSEM since 2000. In 2018, Bob completed the Delaware County Hazardous Road Analysis, HazMat Plan and Fair Plan. Bob is responsible for ensuring the upkeep and maintenance of the Emergency Operations Center (EOC), He is also responsible for administrative functions of the Delaware County Local Emergency Planning Committee (LEPC). Bob lives in Delaware County.



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