



GLADWIN COUNTY

EMERGENCY MANAGEMENT RESOLUTION

STATE OF MICHIGAN COUNTY OF GLADWIN

I, Laura Brandon-Maveal, Gladwin County Clerk, do hereby certify that the attached is a true copy of a Resolution adopted by the Gladwin County Board of Commissioners at a regular meeting held on the 28th of April, by the following vote:

YEAS: *Walters, Smith, Aultman, Birgel, Hinman*

NAYS: *None*

EMERGENCY MANAGEMENT RESOLUTION

GLADWIN COUNTY
EMERGENCY MANAGEMENT RESOLUTION

Article I - INTENT AND PURPOSE

Section 101

A resolution to provide for the mitigation, preparedness, response and recovery from Emergency or Disaster of any kind within Gladwin County; to establish an office for this purpose, which will be known as the Office of Emergency Management (OEM) and hire a Director for this office; to provide for the control, coordination and utilization of resources within Gladwin County in any emergency or disaster situation; and to provide a means through which the Gladwin County Board of Commissioners may exercise the authority and discharge the responsibilities vested in them by this resolution and Act 390 of the Public Acts of 1976, as amended and any future amendments to the Act.

Article 2 – SHORT TITLE

Section 201

This resolution shall be known as the "Emergency Management Resolution".

Article 3 – DEFINITIONS

Section 301

For the purpose of this resolution, certain words used herein are defined as follows:

- **ACT:** Means the Michigan Emergency Management Act, Act No. 390 of the Public Acts of 1976, as amended (Amended, Act No. 50 of the Public Acts of 1990; Act No. 132 of the Public Acts of 2002).
- **BOARD:** Shall mean the Gladwin County Board of Commissioners.
- **CEO:** Chief Elected Official
- **CHAIRPERSON:** Shall mean the Chairperson of the Gladwin County Board of Commissioners.
- **COMMAND POST (CP):** A facility established near the scene of a disaster and staffed by representatives of applicable agencies to coordinate immediate on-scene response.

- **DISASTER:** Means an occurrence or threat of widespread or severe damage, injury or loss of life or property resulting from a nuclear accident, enemy attack, natural or technological cause, including but not limited to, fire, flood, snowstorm, ice storm, tornado, windstorm, wave action, earth quake, oil/fuel spill, water contamination, utility failure, hazardous peacetime radiological incident, major transportation accident, hazardous materials incident, epidemic, aircontamination, blight, drought, infestation, shootings, biological, ethological, nuclear, incendiary, chemical or explosion, arsons, sabotage, booby traps, hostile military action or paramilitary action, or similar occurrences resulting from terrorism, terrorist activities, or suspected terrorist activities, riots, or civil disorders of any kind.
- **DISASTER RELIEF FORCES:** All agencies of county and municipal government, private and volunteer personnel, public officers and employees, and all other persons or groups of persons identified in the Emergency Operations Plan or those called into duty or working at the direction of a party identified in the plan to perform a specific disaster or emergency related task during a local state of emergency.
- **DISTRICT COORDINATOR:** Means the Michigan Department of State Police Emergency Management Division Third District Coordinator. This District Coordinator serves as liaison between Gladwin County Office of Emergency Management and the Michigan State Police, Emergency Management Division in all matters pertaining to emergency and disaster situations.
- **EMERGENCY:** Means an occurrence of or possibility of damage, injury or loss of life or property resulting from a nuclear accident, enemy attack, natural or technological cause, including, but not limited to, fire, flood, snowstorm, ice storm, tornado, windstorm, earthquake, oil/fuel spill water contamination, utility failure, hazardous/radiological incident, major transportation accident, major transportation accident, hazardous materials incident, epidemic, air contamination, blight, drought, infestation, shooting, biological, ethological, incendiary, chemical, explosion, arson, sabotage, and/or civil disorders of any kind.
- **EMERGENCY/DISASTER RELIEF FORCE:** Means all agencies of County, cities, township, and any other municipal government, private and volunteer personnel, police officers and employees, and all other persons or groups identified in the Gladwin County Emergency Operations Plan as having duties to perform in an emergency or disaster situations or those called into duty or working at the direction of a party identified in the plan to perform a specific

disaster or emergency related task during a local state of emergency.

- **EMERGENCY MANAGEMENT DIRECTOR (EMD):** Means the person hired to control and coordinate all matters, personnel, and resources pertaining to all emergencies and/or disasters within Gladwin County along with all emergency management and Homeland security matters within Gladwin County also this person will serve as Chairperson for the Local Emergency Planning Committee (LEPC).
- **EMERGENCY MANAGEMENT PROGRAM:** Means all activities, facilities, equipment, personnel, supplies, resources, plans, or programs established or directly related to control, coordinate, mitigation, preparedness, prevention, response, and recovery activities from all emergency, disaster or homeland security situations within Gladwin County. Such a program has an Emergency Management Director who has been hired by Gladwin County and will meet the program standards and requirements as established by the Michigan State Police Emergency Management Homeland Security Division.
- **EMERGENCY OPERATIONS PLAN (EOP):** Means the plan developed and maintained by the Gladwin County Office of Emergency Management, reviewed and authorized by the Chairperson on behalf of Gladwin County and all the political subdivisions, included in the emergency management program for the purpose of responding to all emergency or disaster situations by identifying and organizing the disaster relief force.
- **EMERGENCY MANAGEMENT VOLUNTEER:** Shall mean any person duly registered, recruited and/or appointed by the Director of the Office of Emergency Management and assigned to participate in emergency/disaster relief activities. This would include Community Emergency Response Team (CERT) members.
- **EMERGENCY OPERATIONS CENTER (EOC):** The designated facility away from the scene from which government officials coordinate response in an emergency/disaster.
- **ESSENTIAL RESOURCE:** Any facility, supply, or piece of equipment considered vital to emergency operations and which should be protected either by movement away from a direct risk or securing it in place.
- **EVACUATION:** A population protection strategy that provides for the orderly movement of people away from an actual or potential hazard.

- **FEMA:** Federal Emergency Management Agency.
- **GENERAL OPERATING PROCEDURES (GOP):** General procedures that are used in specific emergency or disaster situations or those that are written by a specific department or agency to describe the tasks assigned in an emergency operations plan.
- **GOVERNOR'S STATE of DISASTER:** Means an executive order or proclamation by the Governor that implements the disaster response and recovery aspects of the Michigan Emergency Management Plan and applicable local plans of the county or municipal programs affected.
- **GOVERNOR'S STATE of EMERGENCY:** Means an executive order or proclamation by the Governor that implements the emergency response and recovery aspects of the Michigan Emergency Management Plan and applicable local plans of the county or municipal programs affected.
- **HEIGHTENED STATE of ALERT:** Means an executive order or proclamation by the Governor that authorizes the Governor to safeguard the interests of the state, to prevent or respond to acts of terrorism, or to facilitate the apprehension of terrorists for a specific period of time using powers provided in Act 390 of 1976 as amended, when good cause for such an order or proclamation exists.
- **INCIDENT COMMANDER (IC):** The person in charge of the response at the immediate incident scene. Depending upon the nature of the incident this is usually a senior fire, police, or medical person.
- **IN-PLACE PROTECTION:** A population protection strategy that provides for the sheltering indoors of people to prevent contact with a hazard.
- **JOINT PUBLIC INFORMATION CENTER (JPIC):** A center established near the scene of a disaster or emergency for issuing emergency information. It provides a central location for the joint issuance of accurate information to news media representatives by all levels of government and private industry.
- **KEY WORKER:** A person whose skills or services are required to continue operation of vital facilities and activities that will provide goods and services to residents or insure continuance of the nation's production capabilities and preservation of the economic

system.

- **LOCAL EMERGENCY PLANNING COMMITTEE (LEPC):**
The committee appointed by the Michigan Emergency Planning and Community Right-to-Know Commission, as required by Title III of SARA, to perform local emergency planning and community right-to-know activities. Committees are appointed in each emergency planning district in the state and are required to have representation from a variety of groups.
- **LOCAL STATE of EMERGENCY or DISASTER:** Means a Declaration by a county or municipality with an Emergency Management Director when circumstances indicate that the occurrence or threat of widespread or severe damage, injury, or loss of life or property exists. The Chairperson of the Gladwin County Board of Commissioners implements the response and recovery aspects of the Gladwin County Emergency Operations Plan through the EMD and authorizes certain action as described in this resolution. Also the Emergency Management Director may also declare a local state of emergency/disaster for twenty-four hours (24) under specific circumstances as spelled out in this resolution.
- **OEM:** Office of Emergency Management.
- **PROTECTION ACTIONS:** Those emergency measures taken to protect the population from the effects of a hazard. These may include in-place sheltering or evacuation.
- **PUBLIC INFORMATION OFFICIAL (PIO):** The person responsible for releasing all information to the media.
- **STATE EMERGENCY RESPONSE COMMISSION (SERC):**
A Governor appointed commission consisting of seventeen people that appoint members to LEPC's, designate emergency planning districts, supervise and coordinate activities of LEPC's, and receive and process requests from the public regarding emergency response plans, material safety data sheets, inventory forms, toxic chemical release forms and emergency release notices; and review and make recommendations on emergency response plans submitted by LEPC's.
- **SHELTER:** A facility in a safe area that may be used to house and care for evacuees.
- **STATE DIRECTOR OF EMERGENCY MANAGEMENT:** The

Director of the Department of State Police or his authorized representative.

- **STATE OF DISASTER OR STATE OF EMERGENCY:** A declaration by executive order to proclamation by the Governor under the provisions of Act 390, P.A. 1976, as amended, which activates the response and recovery aspects of state and local emergency operations plans.
- **VITAL RECORDS:** Means those records that contain information needed to continue the effective functioning of a government entity (Jurisdiction agency, department) and for the protection of the rights and interest of persons under emergency conditions in the event of an emergency or disaster situation.
- **WEAPONS OF MASS DESTRUCTION (WMD):** (1) Any destructive device as defined in section 921 of this title, any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine or device similar to the above; (2) poison gas; (3) any weapon involving a disease organism; or (4) any weapon that is designed to release radiation or radioactivity at a level dangerous to human life.
- **302 SITE:** Superfund Amendments and Reauthorization Act of 1986 (SARA) Title III Section 302 is a site that has one or more extremely hazardous substances above a threshold planning quantity for which the LEPC must develop emergency plans.

Article 4 – GLADWIN COUNTY BOARD of COMMISSIONERS: CHAIRPERSON

Section 401

The Chairperson may exercise the emergency powers and authority as specified herein. Whenever a situation requires, or is likely to require, that the Chairperson invoke such power and authority, he/she shall, as soon as reasonably expedient, convene the Board to perform its legislative and administrative duties as the situation demands and shall report to that body relative to emergency activities. Nothing in this resolution shall be construed as abridging or curtailing the powers of the Board unless specifically provided herein.

Section 402

Under the following circumstances, the Chairperson through the EMD may assemble and utilize the Emergency Management Emergency/Disaster relief

forces, and he/she may prescribe the manner and conditions of their use:

- Whenever, on the basis of information received from authoritative sources, he/she feels that a emergency/disaster situation in the County or State is imminent.
- During any period of an emergency/disaster in the County or State and thereafter as long as he/she shall deem it necessary.

Section 403

Whenever the Chairperson finds that an emergency/disaster is imminent or has occurred then he/she may through the EMD assemble and utilize the Emergency/Disaster relief forces, and he/she may prescribe the manner and conditions of their use. The Chairperson may empower the EMD after review and approval to enter into mutual aid agreements with other public and private agencies for reciprocal aid and assistance during emergency/disasters which are beyond local capabilities and resources. The Chairperson may, when deemed to be in the public interest, send Emergency/Disaster relief forces of the County to the aid of other communities stricken by emergencies/disasters as provided by mutual aid agreements provided that, after the Board convenes, the future continuance of any such emergency/disaster relief and the period thereof shall be subject to the action of the Board.

Section 404

The Chairperson is hereby authorized by the Board to empower the EMD to assemble and utilize the Emergency/Disaster relief forces and provide emergency/disaster relief and/or aid under the direction of the Chairperson and/or as prescribed and outlined in this resolution.

Section 405

When obtaining formal approvals would result in delay of relief activity, the Chairperson may, until the Board convenes, waive procedures and formalities otherwise required pertaining to the performance of public works, entering into contracts, the incurring of obligations, the employment of temporary workers, the rental of equipment, the purchase and distribution of supplies, materials and facilities, and the expenditure of existing funds, and the Board is also empowered to waive any such procedures and formalities.

Section 406

The Chairperson is hereby instructed to provide for succession of the Gladwin County Board of Commissioners to ensure continuous leadership, authority and responsibility for the succession of government during

emergencies/disasters where officials are unavailable for exercising the powers and discharging the duties of their respective offices.

- (a) Chairperson of the Gladwin County Board of Commissioners.
- (b) Vice Chairperson of the Gladwin County Board of Commissioners.
- (c) Gladwin County Sheriff
- (d) Director of the Office of Emergency Management

Section 407

If a state of emergency/disaster or heightened state of alert is declared by the Governor, the Chairperson, through the EMD may assign and make available for duty the employees, property, or equipment of Gladwin County within or without the physical limits of the County of Gladwin as ordered by the Governor and the Director of the Michigan State Police Emergency Management/Homeland Security Division in accordance with the Act.

Section 408

The Chairperson shall, once every two (2) years or as may be needed, review the Emergency Operations Plan and, upon deeming it adequate, shall certify the plan to be current and adequate for the ensuing two (2) years.

Section 409

If the Chairperson declares a Local State of Emergency or Disaster this declaration shall not be continued for a period in excess of that length of time given to the Governor under Public Act 390 for emergencies or disasters except with the consent of the majority of the County Board of Commissioners that are available and present.

Section 410

If the Chairperson invokes such power and authority, he/she shall, as soon as reasonably expedient, convene the board for one or more emergency meetings and will report to the body all relevant matters pertaining to the emergency/disaster situation. Nothing in this resolution shall be construed as abridging or curtailing the powers or authority of the Board unless specifically provided herein.

Section 411

The Chairperson may do one or more of the following under a Local state of Emergency or Disaster:

- Direct the Emergency Management Director to implement the OEM Resolution for Gladwin County

Emergency Operations Plan (EOP) and delegate and empower the OEM Director to carry out activities and make decisions as the Chairperson may feel necessary.

- Issue directives as to travel restrictions on county or local roads.
- Relieve county employees of normal duties and temporarily reassign them to the Office of Emergency Management (OEM) for other duties.
- Activate mutual aid agreements.
- Direct the overall disaster relief effort through the Office of Emergency Management, including the disaster relief force, in accordance with the EOP.
- Notify the public through the Public Information Official (PIO) of recommendations, regarding in-place sheltering, evacuation or other protective measures that should be taken.
- Request a State of Emergency or Disaster declaration from the Governor as described in Article 7.
- Provide for the protection of vital records.
- When obtaining normal approvals would result in further injury, loss of life, or damage, the Chairperson may, until the board convenes, waive procedures and formalities otherwise required pertaining to the following:
 1. For a period of up to 7 days, send the emergency/disaster relief force of the county to the aid of other communities as provided by mutual aid agreements.
 2. For a period of up to 7 days appropriate and expend funds from the disaster contingency fund created in Article 10 up to \$5,000.00.
 3. For a period of up to 7 days make contracts, obtain and distribute equipment, materials, and supplies for disaster purposes.
 4. Employ temporary workers.
 5. Purchase and distribute supplies, materials, and equipment.

6. Make, amend, or rescind ordinances or rules necessary for emergency management purposes, which supplement a rule, order, or directive issued by the Governor or a state agency. Such an ordinance or rule shall be temporary and, upon the Governor's declaration that a State of Emergency or State of Disaster is terminated, shall no longer be in effect.

Section 412

If a state of emergency or disaster or heightened state of alert is declared by the Governor. The Chairperson may assign and make available for duty the employees, property, or equipment of the county within the physical limits of the county as ordered by the Governor or the Director of Michigan Department of State Police in accordance with the Act.

Article 5 – OFFICE of EMERGENCY MANAGEMENT

Section 501

By the authority of this resolution there is hereby created an Office of Emergency Management "OEM" within Gladwin County government for the purpose of controlling and coordinating all mitigation, preparedness, response, and recovery activities within Gladwin County. The Board has also established the position of Emergency Management Director "EMD" to staff this office and has hired a person to fill this position. His/her the personal attributes and experience necessary to carry out the duties and responsibilities of this position and shall act for and at the direction of the Chairperson.

Section 502

In addition, the board will appoint two persons to fill in as Deputy EMD's (DEMD-I, DEMD-11) for the EMD in the case of His/her absence until the EMD can be notified to assume his duties. The EMD will make recommendations to the Board of Commissioners but the choice will be up to the Gladwin County Board of Commissioners.

Section 503

There shall be one person from each Gladwin County Department with two alternates appointed by the department head, with the approval of the Chairperson, along with all those other agencies/departments identified in the Gladwin County EOP to report too and be part of the EMD's Emergency/Disaster work force.

Section 504

Each City, Village or Municipality within Gladwin County for which the County has Emergency Management responsibilities shall be encouraged to appoint one person with two alternates to assist the County EMD on emergency planning issues as may be requested from time to time by the EMD and to be part of the County Emergency/Disaster work force if needed by the EMD.

Section 505

The person who is chosen for the position of Emergency Management Director will be a high school graduate, preferably with a minimum of an Associate's Degree in a related field and/or previous experience and schooling in Emergency Management. Specialized training courses in Emergency Management desirable. Knowledge of the practices and procedures of emergency response personnel and of the technical equipment and methods utilized in the field by emergency response personnel. Knowledge of governmental organizations and functions is desirable. Ability to deal with local, state, and federal agencies, with private organizations, and with the public. Ability to evaluate and deal with emergency and disaster situations. Complete specialized training in Emergency Management and other specialized techniques offered by the State and Federal agencies in the form of classes, seminars, and conferences. Ability to develop and write effective Emergency Preparedness plans and procedures in coordination with responsible officials and department heads is especially significant to performance.

Article 6 – EMERGENCY MANAGEMENT DIRECTOR

Section 601

The Emergency Management Director shall perform administrative and technical work as head of the Gladwin County, Office of Emergency Management. The EMO will oversee and coordinate all agencies within Gladwin County including but not limited to County, Cities, Townships and municipal government, private, and volunteer personnel, public officers, and employees, and all other persons or groups, and utilize all resources within Gladwin County in any emergency or disaster situations under the direction of the **Chairperson**. Will be responsible for complying with the standards and requirements as established by the Department of State Police, Emergency Management Division, under the authority of Public Act 390, by implementation as follows:

- Responsible for all mitigation, preparedness, response, and recovery activities within Gladwin County.
- Coordinate, develop, plan, organize and conduct training
OEM Resolution for Gladwin County

programs and exercise programs for the Emergency/Disaster relief forces within the county and test the adequacy of the Emergency Operations Plan.

- Provide and develop citizen education activities.
- Will review current training of all emergency/disaster response and relief forces within the county, cities, townships, governments, private and volunteer personnel, public officers and employees, and all other persons or groups of persons identified in the Gladwin County EOP and make recommendations.
- Will act as the single point of contact for all Local, Private, State, and/or Federal Weapons of Mass Destruction (WMD) grants and any and all other donations, funding or revenues for Emergency Management related activities. Will also seek and administer grants of all kinds, including excess government property, State, Federal emergency/disaster assistance and aid. Serve as applicant agent for county agencies in the recovery of emergency/disaster grants.
- Prepare reports, statistical summaries, and budgets for department.
- Act as an advisor to the Chairperson on all aspects of the emergency/disaster and Emergency Operation Center (EOC) operations and on the need to declare a local state of emergency or disaster. The Director also controls and coordinates all emergency operations and resources during an emergency and/or disaster under the direction of the county CEO.
- When empowered by the Chairperson with the responsibility and full authority, the county Director will do whatever is necessary to carryout and accomplish those decisions and directions given by the Chairperson.
- May appoint one or more designees to do some of the jobs that need to be done to free up the Emergency Management Director for more urgent matters and will answer to and take orders from the Emergency Management Director and Chairperson.
- Ensure the EOC staff is notified.
- Will activate the EOC and provide for long term operations. The Director, or her designee, will coordinate activities including holding frequent staff briefings and will insure that all groups are functioning as planned.

- Insure that the Damage Assessment reports are compiled and completed. Forward flash reports, damage and injury assessment reports to the State.
- Provide support to the Chairperson. Assist the Chairperson in prioritizing and allocating scarce resources. Based on data, formulate specific assistance requests to adjacent jurisdictions and, at the direction of the Chairperson, forward an emergency/disaster Declaration request to the State.
- The Director shall keep adjoining Counties and the State informed on the situation (maintain a liaison with State and adjoining Counties, and local municipalities).
- Review and evaluate damage reports, incident reports etc., and make recommendations to the Chairperson as the situation warrants.
- Provide support to the Incident Commander (IC).
- The Director will authorize, issue, and distribute all emergency personnel passes who will have authorized entry into the affected area(s).
- Direct, control and coordinate the development of the Gladwin County Emergency Operations Plan.
- Specify departments and/or agencies which must provide an annex to the plan or otherwise corporate in the development of the plan.
- Identify departments and/or agencies to be included in the Emergency Operation Plan as the disaster relief force.
- Develop and maintain a county Resource Manual.
- Coordinate the recruitment, appointment, training, and utilization of all volunteer personnel.
- Assure the emergency management program meets eligibility requirements for state and federal aid.
- Coordinate and/or conduct training and exercise programs to test the adequacy of the Emergency Operations Plan.
- Through public information programs and training educate the

population as to actions necessary for the protection of life and property in an emergency or disaster.

- Assist in the development of mutual aid agreements.
- Ensure the development of necessary standard operating procedures that are consistent with the Emergency Operations Plan.
- Oversee the implementation of all functions necessary during an emergency or disaster in accordance with the Emergency Operations Plan.
- Coordinate county emergency management activities with all municipalities in Gladwin County, surrounding counties and the state.
- Coordinate all preparedness activities, including maintaining primary and alternate Emergency Operations Centers and any mobile communication and command vehicles and/or trailers.
- Maintain inventories of property and other facilities; supervise shelter selection, stocking, and management.
- Assist Control and coordination of all rescue efforts within the County of Gladwin. Control and Coordinate weather spotting forces and amateur radio operators.
- Utilize and arrange for maintenance of technical equipment needed or used in emergency/disasters within the County.
- Negotiate with owners or persons in control of buildings or other property for the use of such buildings or property for emergency/disaster relief purposes, and designate suitable buildings as public shelters.
- Establish and maintain control and coordination of the mitigation, preparedness, prevention, response, and recovery of all emergency/disasters programs and events within Gladwin County.
- Establish property accountability procedures for Federal surplus property acquired by the Director of Emergency Management, Federal excess property on loan to the County, or any other property or equipment loaned to the County for use in emergency/disaster situations.

- Encourage political subdivisions within the county to adopt uniform emergency resolutions and cost recovery ordinances.
- Identify mitigation opportunities within the county and encourage local units of government, departments and agencies to implement mitigation measures.
- Coordinate all matters pertaining to emergency management with all municipalities that are part of the emergency management program.
- Provide for the health and safety and welfare of persons and property, including emergency assistance to victims of the emergency/disaster.
- Develop, recommend, and implement protective actions based on personal training, knowledge, experience, and advice of emergency responders, department heads, and recommendations of other government agencies.
- Recommend the need for and/or request additional disaster assistance.
- Maintain liaisons and coordinate with Federal, State, County, and Local Municipalities included within this emergency management program.
- In the event of an emergency or disaster, which has occurred, is developing, or has the potential of developing quickly, and contact cannot be made with the Chairperson, Vice-Chairperson, or Sheriff then the Emergency Management Director will have the authority to declare a local state of emergency for no longer than twenty-four hours (24), while the Sheriff's Department makes every effort to locate and contact the Chairperson or Vice-Chairperson to assume the duties and responsibilities of the Chairperson.

Article 7 - GOVERNOR DECLARATION REQUEST

Section 701

If an emergency or disaster occurs that has not yet been declared to be a state of disaster or a state of emergency by the Governor, and the Chairperson determines that the situation is beyond the control of the County, the Chairperson may request the Governor to declare that a state of disaster or state of emergency exists in the County in accordance with the Act. This shall be done by immediately contacting the Director of the

Office of Emergency Management who shall immediately contact the Michigan State Police Emergency Management/Homeland Security District Coordinator. The District Coordinator, in conjunction with the Emergency Management Director, shall assess the nature and scope of the disaster or emergency, and they shall recommend what state personnel, services, and equipment are required for its prevention, mitigation, or relief.

Article 8 - COUNTY DEPARTMENTS: LIAISON; DUTIES

Section 801

Each Gladwin County Department Head/Director and those termed Emergency/Disaster relief forces and other department/agency heads of those municipal government, private and volunteer personnel, public officers and employees, and all other person or groups designated in the Emergency Operations Plan shall be responsible for working with the Emergency Management Director in the preparation and continuously updating of an Annex to the Gladwin County Emergency Operations Plan providing for the delivery of emergency management activities by that prescribed by the emergency Management Director.

Section 802

Each Gladwin County Department Head/Director and those termed Emergency/Disaster relief forces and other department/agency heads of those municipal government, private and volunteer personnel, public officers and employees, and all other person or groups designated in the Emergency Operations Plan shall appoint an emergency management liaison who shall report to and coordinate the emergency management activities of that department/agency with the Office of Emergency Management

Section 803

Each department/agency identified shall appoint a minimum of two (2) people to serve as successors in the event the emergency Management liaison is not available or requires assistance. Successors shall be listed in the appropriate annex to the Emergency Operations Plan.

Section 804

Each department/agency liaison shall be responsible for the following:

- Recruiting, appointing, and organizing private, volunteer and other personnel to be part of the emergency/disaster relief force to perform specific duties as assigned in the Emergency Operations Plan or by Gladwin County Emergency Management Director.
- Coordinate their agency's or department's emergency

management efforts with those of other county agencies under the direction of the Emergency Management Director.

- Attend training courses relevant to the function of the agency or department, as recommended by the Emergency Management Director and ensure staff is trained so as to be able to implement assigned emergency functions.
- Participate in periodic exercises as requested by the Emergency Management Director to evaluate and enhance the adequacy of the respective agency's or department's response capability.
- Develop internal General Operating Procedures (GOP's) to accomplish emergency notification and assigned emergency tasks.
- Provide the Emergency Management Director with a list of personnel and resources available within the agency or department and provide a list of those who may be needed by the department during time of emergency.
- Identify and provide for the protection of vital records.
- Implement the directives of the Chairperson, and/or designee, under a local state of emergency/disaster.

Article 9 - LOCAL EMERGENCY PLANNING COMMITTEE: CREATION; FUNCTION

Section 901

The board hereby establishes the Gladwin County Local Emergency Planning Committee. The Committee will consist of the same personnel as the Local Planning Team. The Committee will be known as the LPT/LEPC. The Committee shall work with the Chairperson and the Emergency Management Director on planning for emergencies for the SARA Title III 302 sites and other major emergency situations that could occur within the county.

Section 902

The committee members are recommended to the State SERC by the Board with recommendations to the Board from the Emergency Management Director. The Emergency Management Director shall act as the Chairperson for the LPT/LEPC. Their recommendations shall be made with reference to their responsibility and/or special knowledge in

performing functions during emergency or disaster situations.

Article 10 - DISASTER CONTINGENCY FUND

Section 1001

A disaster contingency fund is hereby created in the county budget of not less than \$1,000 and a \$1,000 added each year until the fund reaches a maximum of \$10,000. Money may be expended from the fund when a local state of emergency has been declared for the purpose of paying the disaster relief force, purchase of supplies and services, repair costs, or other needs required specifically for the effects of, or in response to, the initial emergency or disaster until other funding or resources become available.

Article 11 - VOLUNTEERS: APPOINTMENT; REIMBURSEMENT

Section 1101

Each Gladwin County Department, commission, board, or other agency of County government is authorized to appoint volunteers to augment its personnel in time of emergency to implement emergency functions assigned in the Emergency Operations Plan. Such individuals are part of the disaster relief force and shall be subject to the rules and operational control set forth by the respective departments, commission, board, or agency through which the appointment was made and shall be reimbursed for all actual and necessary travel and subsistence expenses.

Section 1102

The EMD may enlist volunteer citizens to form the personnel of an emergency/disaster relief force for which the County has no counterpart, or to augment personnel of the County for emergency/disaster activities. The Director shall maintain formal records of all such volunteers for workmen's compensation purposes.

Article 12 - RIGHTS OF DISASTER RELIEF FORCE

Section 1201

In accordance with the Public Act 390, personnel of the disaster relief force while on duty shall have the following rights:

- If they are employees of a County, municipality, or other governmental agency regardless of where serving and are

assigned to duty as a part of the Emergency Management Emergency/Disaster relief force, they shall retain all powers, duties, rights, privileges, and immunities of County employees and shall receive the compensation incidental to their employment.

- If they are not employees of the County, municipality, or other governmental agency, they are entitled to the same rights and immunities, as are provided for by law for employees of the state.

Article 13 - LIABILITY

Section 1301

As provided for in Public Act 390 and this resolution, the County or the agents or representatives of the County shall not be liable for personal injury or property damage sustained by the emergency/disaster relief force. In addition, any member of the emergency/disaster relief force engaged in emergency/disaster relief activity shall not be liable in a civil action for damages resulting from an act or omission arising out of and in the course of the person's good faith rendering of that activity, unless the person's act or omission was the result of that person's gross negligence or willful misconduct. The right of a person to receive benefits or compensation to which he or she may otherwise be entitled to under the workmen's compensation law, any pension law, or act of Congress will not be effected as a result of said activity. This Section is intended to be a description of the statutory declaration of liability as found in Public Act 390 of the Public Acts of 1976, as amended. In the case of any conflict between this Section and the statutory provisions, the statutory provisions shall prevail over the description contained in this Resolution.

Section 1302

This resolution is an exercise by the County of its governmental functions for the protection of the public health, safety, and general welfare. As such, neither the County nor agents and representatives of the County, nor any individual, receiver, firm, partnership, corporation, association, nor trustee, individual, receiver, firm, partnership, corporation, association, nor trustee, nor any of the agents thereof acting in good faith carrying out, complying with, or attempting to comply with this resolution shall be liable for any damage sustained to persons or property as result of said activity.

Section 1303

As provided for in the Public Act 390, any person owning or controlling real estate or other premises who voluntarily and without compensation grants the County a license or privilege, or otherwise permits the County to inspect, designate and use the whole or any part of such real estate or premises for the purpose of sheltering persons during an actual, impending, exercise, or practice emergency/disaster, together with his/her successors in interest, if any, is not civilly liable for negligently causing the death of, or injury to, any person on or about the real estate or premises under the license, privilege or permission or for loss or damage to the property of the person. This Section is intended to be a description of the statutory declaration of liability as found in Public Act 390 of the Public Acts of 1976, as amended. In the case of any conflict between this Section and the statutory provisions, the statutory provisions shall prevail over the description contained in this Resolution.

Article 14 - TEMPORARY SEAT OF GOVERNMENT

Section 1401

The Board shall provide for the temporary movement and reestablishment of essential government offices in the event that existing facilities cannot be used.

Article 15 - SOVERIGNTY

Section 1501

Should any section, clause, or provision of this resolution be declared by the courts invalid for any reason, such declaration shall not affect the validity of this resolution as a whole or any part thereof, other than the section, clause, or provision so declared to be invalid.

Article 16 - REPEALS

Section 1601

All resolutions or part of resolutions inconsistent herewith are hereby repealed.

Article 17 - ANNUAL REVIEW

Section 1701

This resolution shall be reviewed annually by the Chairperson and/or the Emergency Management Director to insure that it is kept current and up to date. If changes are needed then the Chairperson and/or the Emergency Management Director will make all necessary


changes and submit to the Board of Commissioners for approval.

Article 18 - EFFECTIVE DATE

Section 1801

This resolution shall have immediate effect.

DATE: April 28, 2015



Terry Walters, Chairman
Gladwin County District Commissioners



Laura Brandon-Maveal
County Clerk