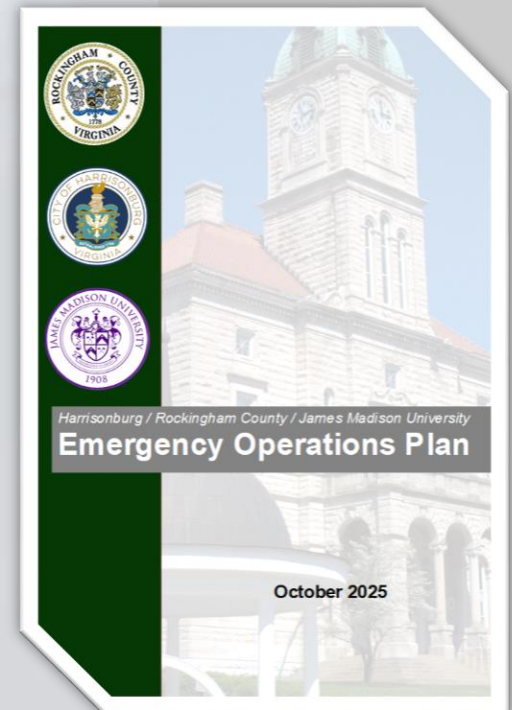


2025 Emergency Operations Plan Adoption





Harrisonburg / Rockingham County / James Madison University

Emergency Operations Plan

October 2025

2023 EDITION

VIRGINIA
DISASTER AND EMERGENCY
MANAGEMENT LAWS



Powers and Duties of the Local Subdivisions

§ 44-146.19. Powers and duties of political subdivisions

- Responsible for local disaster mitigation, preparedness, response, and recover.
- Shall maintain an agency of emergency management
- Shall have a director of emergency management who, shall be the mayor or city manager, who shall appoint a coordinator of emergency management

Requirements for the EOP

§ 44-146.19. Powers and duties of political subdivisions

- Prepare and keep current a local or interjurisdictional emergency operations plan for its area
 - Responsibilities of local agencies
 - Establish a chain of command
 - Comprehensive review every four years and formally adopted by the political subdivision



Local Emergency

§ 44-146.16. Definitions

“Local emergency” means the condition declared by the local governing body when in its judgment the threat or actual occurrence of an emergency or disaster is or threatens to be of sufficient severity and magnitude to warrant coordinated local government action to prevent or alleviate the damage, loss, hardship or suffering threatened or caused thereby

Declaration of a Local Emergency

- **§ 44-146.21. Declaration of local emergency**
 - A local emergency may be declared by the local director of emergency management with the consent of the governing body of the political subdivision.
 - In the event the governing body cannot convene, the director, the deputy director, or any member of the governing body may declare the existence of a local emergency subject to confirmation by the governing body at its next regularly scheduled meeting or at a special meeting within fourteen days of the declaration, whichever occurs first.

City of Harrisonburg Code

- Title 5 – Chapter 3 – Office of Emergency Services
 - 5-3-1 – Creation of the Office
 - The office of emergency services of the city is hereby created. This office shall be responsible for local disaster preparedness and coordination of response with the consent of council as provided by law.
 - 5-3-2 – Coordination of office
 - The functions and duties of the office of emergency management shall be carried out by the city manager, serving as the director of emergency management, assistant city manager, serving as the deputy director of emergency management, and by the fire chief who, pursuant to chapter 2 of this title, shall serve as the coordinator of emergency management. City officials serving in the office of emergency management shall carry their duties in consultation with the mayor or his representative from city council, as the circumstances permit.



EOP Organization

- Basic Plan
- Appendices
- Emergency Support Functions
- Support/Incident Annexes

Basic Plan

- Purpose/Scope
 - Reason for the Plan, and what it addresses
- Key Concepts
 - Intent/specifics of what the plan addresses
- Basic Demographics
- Roles & Responsibilities
 - Responsibilities of City Manager during disaster
- Concept of operations
 - General concepts of Emergency Management organization and various department heads

Appendices

- Definition of terms
- Succession of authority
 - During times of disaster
- Sample Declaration of Local Emergency

Appendices

1. Glossary of Key Terms
2. List of Acronyms
3. Authorities and References
4. Matrix of Responsibilities
5. Succession of Authority
6. EOP Distribution List
7. Preservation of Government
8. NIMS Resolution
9. Incident Level Management System
10. Sample Declaration of a Local Emergency
11. Legal Assistance

Chain of Command

- Director of Emergency Management
 - City Manager
- Deputy Director of Emergency Management
 - Deputy City Manager
- Coordinator of Emergency Management
 - Fire Chief
- Deputy Coordinator of Emergency Management
 - Administrative Officer

Emergency Support Functions

- ESF #1 – Transportation
- ESF#2 – Communications
- ESF #3 – Public Works, Utilities, Inspections, Planning and Zoning
- ESF - #4 – Firefighting
- ESF #5 – Emergency Management
- ESF #6 – Mass Care, Housing, and Human Resources
- ESF #7 – Resource Support
- ESF #8 – Public Health and Medical Services
- ESF #9 – Urban Search and Rescue
- ESF #10 – Oil and Hazardous Materials
- ESF #11 – Agriculture and Natural Resources
- ESF #12 - Energy

Emergency Support Functions

- ESF #13 – Public Safety and Security
- ESF #14 – Long Term Community Recovery and Mitigation
- ESF #15 – External Affairs
- ESF #16 – Military Support
- ESF #17 – Volunteer & Donation Management
- ***ESF #1 – 15 – Definitions established by FEMA***
- ***ESF #16 – 17 – Definitions established by VDEM***

Primary and Secondary Agencies

Emergency Operations Plan

City/County/JMU

Emergency Support Function (ESF) #3
Public Works\Public Utility,
Planning Department/Building Inspector

Primary Agency

Department of Public Works/Public Utility
Community Development
Building Inspector

Secondary/Support Agencies

Emergency Management
Public Schools
Water Authorities
Fire and EMS
Law Enforcement
Department of Transportation
City/County Attorney
Virginia Department of Transportation
Virginia Department of Environmental Quality

Support/Incident Annex

- ESF's will reference annexes for more detailed or specific information
- From ESF #3

Emergency Operations Plan

Harrisonburg/Rockingham County

- Begin keeping record of expenses and continue for the duration of the emergency;
- Prepare to make an initial damage assessment;
- Activate the necessary equipment and resources to address the emergency; and
- Coordinate response with local, state, federal departments and agencies.

Responsibilities:

- Assist in conducting initial damage assessment;
- Submit initial damage assessment to VEOC;
- Assist in coordinating response and recovery;
- Prioritize debris removal (see Debris Management Annex);
- Inspect building for structural damage; and
- Ensure all repairs comply with City of Harrisonburg and Rockingham County building codes, zoning, land-use regulations and comprehensive plan.

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