

2010



NJ Office of Emergency Management

NJOEM

NJ State Police Division Headquarters

P.O. Box 7068, West Trenton 08628

**BOROUGH of
TINTON FALLS
EMERGENCY
OPERATIONS PLAN**

**ORIGINAL
SIGNATURE
BOOK**



State of New Jersey
OFFICE OF THE ATTORNEY GENERAL
DEPARTMENT OF LAW AND PUBLIC SAFETY
DIVISION OF STATE POLICE
POST OFFICE BOX 7068
WEST TRENTON NJ 08628-0068
(609) 882-2000

Chris Christie
Governor

Paula Dow
Attorney General

COLONEL JOSEPH R. FUENTES
Superintendent

April 30, 2010

Mr. Cary Costa
Emergency Management Coordinator
556 Tinton Avenue
Tinton Falls, NJ 07724

Dear Mr. Greves,

We have reviewed your Emergency Operations Plan and find that it meets our criteria for approval as of April 30, 2010. We are pleased to give our approval and appreciate the time and effort you and your staff have devoted to the development of this essential document.

The plan should be updated by you at least annually, preferably during a scheduled meeting of your Local Emergency Planning Committee (LEPC) and must be submitted to this office, through channels, for recertification by April 30, 2014.

For additional information concerning the review process, you may contact your Regional Representative, Trooper Thomas Wagner at 732-906-0177.

Thank you for your interest and participation in Emergency Management.

Sincerely,

FOR COLONEL JOSEPH R. FUENTES
SUPERINTENDENT

Major Dennis McNulty
Major Dennis McNulty
Commanding Officer
Emergency Management Section

/md

cc: Mr. Glen Mason, Monmouth County OEM
SFC Michael Devlin, Central Region, Asst. Unit Head





MUNICIPAL CENTER
556 TINTON AVENUE
TINTON FALLS, NJ 07724-3298
732-542-3400 EXT. 555
732-542-7789 FAX

April 13, 2010

Mr. Glenn Mason
Coordinator
Monmouth County Office of Emergency Management
300 Halls Mill Road
Freehold, NJ 07728

Mr. Glenn Mason:

Attached is the Emergency Operations Plan for the Borough of Tinton Falls. The plan has been approved locally and is ready for the New Jersey State Office of Emergency Management quadrennial recertification, as per state statute. The Borough of Tinton Falls Emergency Operations Plan outlines anticipated or possible emergency occurrences and details methods, resources and procedures for coping with those situations. The plan has been updated and the improvements have been documented within the Record of Changes.

Please review the Borough of Tinton Falls Emergency Operations Plan and make any necessary recommendations on how to further improve the plan. If you find the plan adequate, please submit it to the State for recertification. Do not hesitate to contact our office with any questions or comments.

Thank you for your time in this matter.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Cary Costa", is written over a large, stylized, circular flourish.

Cary Costa
Coordinator

Enclosure



TINTON FALLS EMERGENCY OPERATIONS PLAN

Revised March 2010, next recertification due March 2014

Basic Plan	BP1
Alert, Warning and Communications	AWC1
Damage Assessment	DA1
Emergency Medical	EM1
Emergency Operations Center	EOC1
Emergency Public Information	EPI1
Evacuation	EV1
Fire and Rescue	FR1
Hazardous Materials	HM1
Law Enforcement	LE1
Public Health	PH1
Public Works	PW1
Radiological Protection	RP1
Resource Management	RM1
Shelter, Reception and Care	SRC1
Social Services	SS1
Terrorism	TI1



BASIC PLAN ANNEX

BOROUGH OF TINTON FALLS

COUNTY OF MONMOUTH

STATE OF NEW JERSEY

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	M. Resource Management	RM1
	N. Shelter, Reception and Care	SRC1
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	P. Terrorism	TI1

B. Statement of Approval

We the undersigned; Mayor of the Borough of Tinton Falls and the Tinton Falls Emergency Management Coordinator, understand, agree and do approve the Emergency Operations Plan for the Borough of Tinton Falls on this date. Furthermore, by signing below I certify that I recognize that the Emergency Operations Plan is the legal authoritative document for emergency operations in the Borough of Tinton Falls.

4/6/10

Approval Date



Michael Skudera
Mayor

4/6/10

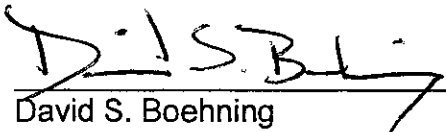
Date



Cary Costa
Emergency Management Coordinator

4/6/10

Date



David S. Boehning
Deputy Emergency/Management Coordinator

4/6/10

Date

C. Distribution List

1. Mayor and Borough Council
2. Emergency Management Coordinator
3. Emergency Management Council Members
4. Emergency Operations Center
5. Each Individual Responsible for a Functional Annex
6. County office of Emergency Management
7. State of New Jersey Office of Emergency Management
8. Municipal Clerk's Office/Business Administrator

D. Record of Changes

The changes listed below have been made to the Borough of Tinton Falls Emergency operations Plan and will be incorporated in the next update:

CHANGE NUMBER	DATE OF CHANGE	SECTION CHANGED	CHANGE MADE BY (NAME)
01-2010	3/01/10	BP.VI.E	D.BOEHNING, DEPUTY COORD.
02-2010	3/02/10	BP.IV.A	D.BOEHNING, DEPUTY COORD.
03-2010	3/02/10	BP.V.A.3	D.BOEHNING, DEPUTY COORD.
04-2010	3/02/10	BP.IV.A.1	D.BOEHNING, DEPUTY COORD.
05-2010	3/02/10	AWC.II.B.4b	D.BOEHNING, DEPUTY COORD.
06-2010	3/02/10	AWCA-2	D.BOEHNING, DEPUTY COORD.
07-2010	3/02/10	AWCA-3	D.BOEHNING, DEPUTY COORD.
08-2010	3/02/10	AWCA-4	D.BOEHNING, DEPUTY COORD.
09-2010	3/16/10	EM.VII.A	D.BOEHNING, DEPUTY COORD.
10-2010	3/16/10	EM.I.A	D.BOEHNING, DEPUTY COORD.
11-2010	3/16/10	EMA-7	D.BOEHNING, DEPUTY COORD.
12-2010	3/16/10	EMA-1	D.BOEHNING, DEPUTY COORD.
13-2010	3/16/10	EMA-3	D.BOEHNING, DEPUTY COORD.
14-2010	3/16/10	EMA-5	D.BOEHNING, DEPUTY COORD.
15-2010	3/19/10	EPI.IV.A	D.BOEHNING, DEPUTY COORD.
16-2010	3/22/10	FR.II.B.4	D.BOEHNING, DEPUTY COORD.
17-2010	3/22/10	FR.IV.B.2	D.BOEHNING, DEPUTY COORD.
18-2010	3/22/10	FR.IV.B.4	D.BOEHNING, DEPUTY COORD.
19-2010	3/22/10	FR.I.A	D.BOEHNING, DEPUTY COORD.

(Continued on next page)

Record of Changes (Continued)

CHANGE NUMBER	DATE OF CHANGE	SECTION CHANGED	CHANGE MADE BY (NAME)
<u>20-2010</u>	<u>3/22/10</u>	<u>FR.II.A.4.b</u>	<u>D.BOEHNING, DEPUTY COORD.</u>
<u>21-2010</u>	<u>3/22/10</u>	<u>FR.II.B.2</u>	<u>D.BOEHNING, DEPUTY COORD.</u>
<u>22-2010</u>	<u>3/22/10</u>	<u>FR.II.B.3</u>	<u>D.BOEHNING, DEPUTY COORD.</u>
<u>23-2010</u>	<u>3/22/10</u>	<u>FR.V.D</u>	<u>D.BOEHNING, DEPUTY COORD.</u>
<u>24-2010</u>	<u>3/22/10</u>	<u>FR.VI.D</u>	<u>D.BOEHNING, DEPUTY COORD.</u>
<u>25-2010</u>	<u>3/23/10</u>	<u>HM.IV.A</u>	<u>D.BOEHNING, DEPUTY COORD.</u>
<u>26-2010</u>	<u>3/23/10</u>	<u>HM.IV.B</u>	<u>D.BOEHNING, DEPUTY COORD.</u>
<u>27-2010</u>	<u>3/23/10</u>	<u>HM.IV.C.2</u>	<u>D.BOEHNING, DEPUTY COORD.</u>
<u>28-2010</u>	<u>3/23/10</u>	<u>HM.V.A.1</u>	<u>D.BOEHNING, DEPUTY COORD.</u>
<u>29-2010</u>	<u>3/23/10</u>	<u>HM.V.2</u>	<u>D.BOEHNING, DEPUTY COORD.</u>
<u>30-2010</u>	<u>3/23/10</u>	<u>HM.V.3</u>	<u>D.BOEHNING, DEPUTY COORD.</u>
<u>31-2010</u>	<u>3/23/10</u>	<u>HM.V.4</u>	<u>D.BOEHNING, DEPUTY COORD.</u>
<u>32-2010</u>	<u>3/23/10</u>	<u>HM.V.7</u>	<u>D.BOEHNING, DEPUTY COORD.</u>
<u>33-2010</u>	<u>3/23/10</u>	<u>HM.V.8</u>	<u>D.BOEHNING, DEPUTY COORD.</u>
<u>34-2010</u>	<u>3/23/10</u>	<u>HM.VI.C</u>	<u>D.BOEHNING, DEPUTY COORD.</u>
<u>35-2010</u>	<u>3/23/10</u>	<u>HM.VI.D</u>	<u>D.BOEHNING, DEPUTY COORD.</u>
<u>36-2010</u>	<u>3/23/10</u>	<u>HM.VI.E</u>	<u>D.BOEHNING, DEPUTY COORD.</u>
<u>37-2010</u>	<u>3/23/10</u>	<u>HM.VI.L</u>	<u>D.BOEHNING, DEPUTY COORD.</u>
<u>38-2010</u>	<u>3/25/10</u>	<u>PH.V.C</u>	<u>D.BOEHNING, DEPUTY COORD.</u>
<u>39-2010</u>	<u>3/25/10</u>	<u>PH.V.D</u>	<u>D.BOEHNING, DEPUTY COORD.</u>

(Continued on next page)

Record of Changes (Continued)

CHANGE NUMBER	DATE OF CHANGE	SECTION CHANGED	CHANGE MADE BY (NAME)
40-2010	3/25/10	PH.VI.A.1	D.BOEHNING, DEPUTY COORD.
41-2010	3/27/10	PW.VI.A	D.BOEHNING, DEPUTY COORD.
42-2010	3/30/10	LE.III.B.1	G. TURNING, POLICE CHIEF
43-2010	3/30/10	LE.IV.A.1	G. TURNING, POLICE CHIEF
44-2010	3/30/10	LE.IV.A.4	G. TURNING, POLICE CHIEF
45-2010	3/30/10	LEA - 2	G. TURNING, POLICE CHIEF
46-2010	3/30/10	LEA - 3	G. TURNING, POLICE CHIEF
47-2010	3/30/10	LEA - 5	G. TURNING, POLICE CHIEF
48-2010	3/30/10	EA -3	G. TURNING, POLICE CHIEF

Borough of
Tinton Falls
New Jersey

OFFICE OF EMERGENCY MANAGEMENT

MUNICIPAL CENTER
556 TINTON AVENUE
TINTON FALLS, NJ 07724-3298
(732) 542-3400, EXT. 555
(732) 542-7789 FAX

E. PROMULGATION STATEMENT

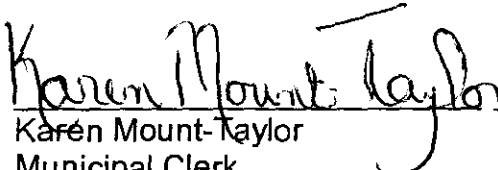
The Borough of Tinton Falls Office of Emergency Management has prepared this Emergency Operations Plan which sets forth the general policies and procedures to be carried out by municipal and volunteer entities in order to provide the citizens of the jurisdiction with an effective integrated emergency response plan designed to minimize the loss of life and property during an emergency. All municipal departments assisted in the development of this plan along with the Emergency Management Council and the Office of Emergency Management.

I have approved this Emergency Operations plan and hereby promulgate it as the authoritative document for Emergency Operations in this municipality.

April 6, 2010
Date



Mayor Michael Skudera



Karen Mount-Taylor
Municipal Clerk

Seal

II. AUTHORITY

A. Laws, ordinances, Regulations, Resolutions and Directives

1. Federal

- a. Federal Civil Defense Act of 1950, as amended (P.L. 81-920)
- b. The Natural Disaster Recovery Act, as amended (P.L. 91-606), 1969
- c. The Robert T. Stafford Disaster Relief Act of 1974, (P.L. 93-288), as amended by (P.L. 100-707), 1988

2. State

- a. Emergency Management Act, N.J.S.A., Appendix A:9-30 et. seq. (Chapter 251, P.L. 1942, as amended by Chapter 438, P.L. 1953, Chapter 504, P.L. 1985, and Chapter 222, P.L. 1989)
- b. N.J.S.A. 40A:14-26 Emergency Assistance for Fire and Police Protection from Other Municipalities; Payment; Rights in Event of Death
- c. Office of Emergency Management Directives No. 61, 73, 74, 77, 84, 96, 100, 101, 102, 103 and 104

3. County

- a. Monmouth County Emergency Operations Plan

4. Municipal

- a. Tinton Falls Resolution Dated August 23, 1983

B. References, Guidance Material and Other Documents

1. Federal

- a. FEMA Guide for Development of State and Local Emergency Operations Plans, CPG 1-8
- b. FEMA Guide for Review of State and Local Emergency Operations Plans, CPG 1-8A
- c. FEMA Disaster Operations, A Handbook for Local Government, CPG 1-6
- d. FEMA Guide for Increasing Local Government civil Defense Readiness During Periods of International Crisis, CPG 1-7

2. State
 - a. Office of Emergency Management Checklist for County or Municipal Emergency Operations Plan
3. County
 - a. Monmouth County Emergency operations Plan
4. Municipal
 - a. Administrative Code
 - b. Standard Operating Procedures

III. PURPOSE

- A. The purpose of this Emergency Operations Plan is to protect life and property in emergencies by coordinating response activities of municipal and volunteer entities to ensure their optimum use. It provides for actions to be taken to mitigate, prepare for, respond to, and recover from the effects of an emergency.
- B. This plan is an all hazards approach to emergency management and covers natural disasters, technological disasters, and national security crises.

IV. SITUATION

- A. Jurisdiction
 1. The Borough of Tinton Falls is approximately 9 miles long by 2 miles wide and is a suburban community of approximately 19,500 year round residents.
 2. Tinton Falls is located in Monmouth County and is contiguous to Shrewsbury, Red Bank, Ocean Township, Neptune Township, Borough of Eatontown, Township of Wall, Colts Neck Township Middletown Twp. Shrewsbury Twp. Fort Monmouth and Naval Weapons Station Earle.
 3. The Swimming River Reservoir, located in neighboring Colts Neck and Middletown Townships, is contained by a cement dam located on the Tinton Falls northwestern border.
 4. The permanent population of Tinton Falls is approximately 19,5000 residents. During an average work day, the population increases to approximately 25,000 people.

5. Tinton Falls is dissected by the following major roadways:

- a. Garden State Parkway
- b. Shafto Road
- c. Green Grove/Hope Road
- d. State Highway 18
- e. Tinton Avenue
- f. Asbury Avenue
- g. Sycamore Avenue
- h. State Highway 33
- i. State Highway 35
- j. State Highway 66
- k. Conrail and Navy Weapons Station Earle railways pass through the Borough of Tinton Falls

6. Tinton Falls is governed by a Mayor with a full-time Business Administrator and five council members.

B. As detailed in BPA-6 and BPA-7, the major hazards that may impact the Borough of Tinton Falls include hurricanes and hazardous material incidents. This is due to the fact that Tinton Falls is within 8 miles of the Atlantic Ocean and is dissected by several major highways.

C. Relevant planning assumptions used to refine the planning process include the following:

1. There will most likely be some warning of an attack or nuclear detonation.
2. There may not be any warning prior to a tornado or earthquake but there should be some warning prior to most other natural disasters.
3. Major transportation disasters are likely to happen in this jurisdiction.
4. Local industry does present the possibility of a major industrial disaster.
5. The jurisdiction is vulnerable to damage by a hurricane
6. Mutual aid will be available from the contiguous municipalities.

V. OPERATIONS AND CONTROL

A. Operations statements that describe the role of Emergency Management and how it will be implemented.

1. Emergency Management Director, The Mayor, is ultimately responsible for the protection of life and property within this jurisdiction. Emergency Management Coordinator is responsible for the compilation and implementation of the Emergency Operation Plan and will coordinate the activities of response personnel during an emergency or disaster. The Emergency Management Coordinator is the only person who may declare a "State of Emergency" within the Borough of Tinton Falls, after conferring with Mayor of intentions. Functional Coordinators are responsible for the compilation of their particular annex as well as the coordination of the agencies responding within their function. Functional Coordinators may act for the Coordinator in his absence.
2. During periods of heightened risk, the Emergency Management reaction will evoke various degrees of readiness; Normal activity will be most involved with mitigation and preparedness activities with routine administration and drill functions carried out. Warning of a potential emergency will cause some increased manning of emergency stations and alerting of emergency response personnel. Limited emergencies will cause partial manning of the Emergency Operations Center (EOC) and emergency services to the extent required for the emergency at hand. Full response would be directed in the event of a major or widespread emergency with full activation of the EOC and all emergency services.

Deactivation will occur in stages as the emergency subsides and residents are returned to their homes.

- a. Direction and control during an emergency will emanate from the EOC.
 - b. Activation of the Tinton Falls OEM will usually be by notification from the TFPD Dispatcher/Monmouth County to the OEMC. The required personnel would then be contacted and if the anticipated duration of the emergency exceeded 18 hours, rotating shifts would be established to ensure qualified personnel in the EOC to run the Borough Government on a 24 hour basis.
3. The Tinton Falls Office of Emergency Management has implemented an Incident Command System in accordance with the National Incident Management System.
 4. During an emergency, EOC staff may decide to reduce or curtail public services on a temporary basis, i.e., Code Enforcement, Trash Collection, and Recycling Pick Up. Before making, this decision, all health and welfare questions will be addressed and discussed by the EOC staff. The order to reduce or curtail public services will emanate from the EOC.

5. When a "State of Emergency" is declared, the OEMC shall issue a Proclamation of Emergency (**as shown in BPA-5**) - which will state particulars such as temporary restrictions. A second proclamation will be issued once the OEMC feels the restrictions or emergency is no longer required.

B. Phases of Emergency Management

1. Mitigation

Mitigation activities are those that eliminate or reduce the probability of a disaster occurrence. Also included are those long-term activities that lessen the undesirable effects of unavoidable hazards. Some examples include the establishment of building codes, flood plain management, insurance, elevating buildings, and public education programs.

2. Preparedness

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

3. Response

Response activities include direction and control, warning, evacuation and emergency services and are designed to address immediate and short-term effects of the onset of an emergency or disaster. They help to reduce casualties and damage and to speed recovery.

4. Recovery

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

VI. RESPONSIBILITIES

- A. The Emergency Management Coordinator is responsible for implementing this plan and directing the emergency response.
- B. A functional area responsibility matrix has been developed and is attached as **Appendix BPA-3**. This matrix includes:
 1. The individual responsible for developing each annex.
 2. The primary/support agencies responsible for each annex.
- C. The major tasks assigned to each functional annex are listed in Appendix BPA-4.
- D. For each of the annexes listed on the Responsibilities matrix, (BPA-3), it shall be incumbent upon the responsible individual to prepare and distribute Standard operating Procedures.(SOP's) and an Operational Checklist pertaining to their emergency management function.

- E. Each Annex coordinator may request the activation of the Tinton Falls Community Emergency Response Team (CERT) as an added resource to assist with the annex. CERT follows ICS/NIMS during emergencies.

VII. CONTINUITY OF GOVERNMENT

- A. There is a need for a line of succession to the office of the Mayor and the Emergency Management Coordinator to assure continuous leadership in an emergency and this line is as follows:

1. Mayor
2. Township Administrator
3. Emergency Management Coordinator
4. Deputy Coordinator
5. Police Coordinator
6. Annex Coordinators

- B. The person responsible for each annex (emergency function) must establish a line of succession and ensure personnel in that function and the Emergency Management Coordinator are kept informed of that line of succession.

- C. Reporting procedures to other levels of government during an emergency are as follows:

1. During times of emergency, all department heads shall direct and coordinate all resource requests through the Municipal Office of Emergency Management. The Office of Emergency Management shall prioritize all municipal resource requests and direct them to the affected area. All resource requests that exceed municipal capability shall be directed to, and coordinated by, the County office of Emergency Management of all such requests. The State will request resources from the Federal Government or private agencies, if required.

2. When the local Emergency Operating Center is activated, the following agencies, depending on scope and severity, shall be notified:

- a. All municipal department heads
- b. Other agencies with emergency function responsibilities
- c. County Office of Emergency Management
- d. State Office of Emergency Management (by the county)

- D. Individual department heads are responsible for the protection and preservation of all vital records received or generated by or through their departments. These vital records are those non-replaceable records of the municipality for which there may be a future need and shall include but not be limited to:

1. Tax Records
2. Real Estate Maps and Records
3. Birth Certificates
4. Marriage Licenses
5. Death Certificates

VIII. ADMINISTRATION AND LOGISTICS

- A. Accurate detailed records of all actions taken in any emergency are essential for use in designing future improvements, training emergency personnel, and settling possible litigation. Therefore, each department head and/or person responsible for an emergency function will keep accurate detailed records of actions taken during an emergency and forward reports of these actions to the Emergency Management Coordinator. The Emergency Management Coordinator is responsible for records and reports received from or passed to the county or higher levels of government and for starting and maintaining a significant events log of the emergency,
- B. Each department head is responsible for maintaining records of their department's expenditures and for ensuring that these expenditure records are forwarded to the Municipal Treasurer for processing. The Emergency Management Coordinator is responsible for the record of expenditures associated with the general operation of the Office of Emergency Management.
- C. There are written or verbal mutual aid agreements with the following:
1. Neptune Township
 2. Ocean Township
 3. Shrewsbury Borough
 4. Wall Township
 5. Red Bank
 6. Eatontown
 7. Middletown
 8. Colts Neck
 9. N.A.D. Earle
 10. Fort Monmouth
 11. Monmouth County
 12. Volunteer Organizations Active in Disasters (VOAD)
 13. The Shrewsbury American Red Cross Chapter
 14. The Salvation Army

IX. PLAN DEVELOPMENT AND MAINTENANCE

- A. The Emergency Management Coordinator, in conjunction with the Emergency Management Council, is responsible for the maintenance of this plan and for ensuring that necessary changes and revisions to the plan are prepared, coordinated, approved and distributed.
- B. The Emergency Management Coordinator will ensure that the Basic Plan and all annexes are reviewed and updated annually based on deficiencies identified through drills and exercises.

X. DEFINITIONS

ARC	American Red Cross
DEP	New Jersey Department of Environmental Protection
EBS	Emergency Broadcast System
EMC	Emergency Management Coordinator
EMRAD	Emergency Management Radio
EMS	Emergency Medical Services
EPA	Environmental Protection Agency
EPI	Emergency Public Information
EOC	Emergency Operating Center
EOP	Emergency Operation Plan
FCC	Federal Communications Commission
FEMA	Federal Emergency Management Agency
HazMat	Hazardous Materials
NAWAS	National Warning System
NWS	National Weather Service
NJOEM	New Jersey Office of Emergency Management
OEM	Office of Emergency Management
PIO	Public Information Officer
RADEF	Radiological Defense
RACES	Radio Amateur Civil Emergency Service
SBA	Small Business Administration
SOP	Standard operating Procedure
SPEN	State-Wide Police Emergency Network
VOAD	Volunteer Organizations Active in Disasters
CERT	Community Emergency Response Team



Borough of
Tinton Falls
New Jersey

MICHAEL SKUDERA
MAYOR

MUNICIPAL CENTER
556 TINTON AVENUE
TINTON FALLS, NJ 07724-3298
732-542-3400 EXT. 324
732-542-2075 FAX

April 7, 2010

Cary Costa, Emergency Management Coordinator
Borough of Tinton Falls
556 Tinton Avenue
Tinton Falls, NJ 07724

Dear Mr. Costa:

Pursuant to New Jersey Civil Defense Act, Appendix A.9-401, I hereby appoint the following people as the Local Defense Council, also known as the Local Emergency Planning Committee (LEPC) to serve on the committee of which you will serve as Chairperson, as per State statute, for the Borough of Tinton Falls:

David Boehning
Gerald Turning
Capt. David Trevena
James Worrell
Grace Bongarzone
Beth Hessek
Stephen Pfeffer
John Bucciero
Gary Gebele
Sandra Van Sant

Leo Pratte
Todd DeLaney
Stephen Iacova
Tamar Sydney-Gens
Carla Fiscella

Deputy Emergency Management Coordinator

Police
Fire and Rescue Coordinator
EMS
CERT
Chief Financial Officer
Public Works Director
Department of Public Works
Health Officer, Monmouth County Regional Health
Commission #1
Chief Disaster Officer, American Red Cross
Facilities Manager, Seabrook Village
Operations Manager, Rehab Hospital of Tinton Falls
Tinton Falls School Business Administrator
Monmouth County Social Services

Sincerely,

MAYOR MICHAEL SKUDERA

MS:jw



BPA-1

APPOINTMENT DOCUMENTATION

Letters or other documents appointing Emergency Management Coordinator and Local Emergency Planning Committee are kept on file in EOC.

Example appointment letter for LEPC:

April 6, 2010

Cary Costa
Emergency Management Coordinator
Borough of Tinton Falls
556 Tinton Avenue
Tinton Falls, NJ 07724

Mr. Costa,

Pursuant to New Jersey Civil Defense Act, Appendix A.9-401, I hereby appoint the following people as the Local Defense Council, also known as the Local Emergency Planning Committee (LEPC), to serve on the committee of which you will serve as Chairperson, as per State statute, for the Borough of Tinton Falls:

David Boehning	Deputy Emergency Management Coordinator
Gerald Turning	Police Chief
James Worrell	Fire and Rescue Coordinator
Beth Hesseck	CERT
Stephen Pfeffer	Chief Financial Officer
John Bucciero	Public Works Director
Sandra Van Sant	Health Officer, Monmouth County Regional Health Commission #1
Jim Markey	JCP&L, Area Manager
Bill Wells	NJNG, Area Manager
Leo Pratte	Chief Disaster Officer, American Red Cross
Todd De Laney	Facilities Manager, Seabrook Village
Stephen Iacova	Operations Manager, Rehab Hospital of Tinton Falls
Tamar Sydney-Gens	Tinton Falls School Business Administrator
John Hutchenson	Monmouth County Social Services

Sincerely,



Michael Skudera
Mayor

BPA-2

MAPS

Maps showing industries, which impact emergency preparedness, bulk oil and gas storage locations and petroleum pipelines are kept on file in the EOC.

MAP 1: Identifies: Major highways, highlighted in blue. Railroads, highlighted in pink. Schools, highlighted in orange. Nursing Homes, highlighted in yellow. Power Transmission Lines, highlighted in green.

BPA-3

Responsibility Matrix.

P - Denotes primary responsibility S - Denotes support to lead agency

Mayor

Administrator

Attorney

Emer Mgmt Coordinator

Communications Officer

Director DPW Engineer

County Health Dept

Welfare Director

Fire Inspector

Building Grounds

Finance Dept

Red Cross

Salvation Army

Deputy Coordinator

BPA-4
Functional Annex Tasks and Responsibility Assignments.

Functional Annex Task and Responsibility Assignment

Annex	Responsible Agent		Major Tasks Assigned
Alert, Warning Communications Procedures	Communications Coordinator	Warn Community - Coordinate/Supervise	Alert Emergency Personnel
Damage Incurred Assessment	Emergency Management Coordinator		Determine Damage Anticipate Recurring Costs
Emergency Administrative and Operating Center	Deputy Coordinator	Coordinate Emergency Operations	Provide Logistical Support
Emergency Medical / Alert and Warning		EMS Coordinator	Provide First Aid Services
Public Information Officer Information		Public Information	Gather/Disseminate
Evacuation	Police Coordinator		Coordinate/Conduct Evacuation
Fire Warning	Fire Coordinator		Fire Suppression//Rescue Alert
Hazardous Materials Warning/Evacuation	Fire Department	Coordinate Control/Alert and	
Law Enforcement Warning/Evacuation	Law Enforcement Coordinator	Enforce the Laws/Alert and	
Public Health	Health Department		Provide Public Health Services
Public Works Utilities/Street	Public Works Director		Debris Removal/Restoration of
Radiological Radiological Hazard	Emergency Management Coordinator		Provide Info on Maintain Equipment Train Personnel
Resource Management	Finance Director	Locate/Procure Resources f/ Emerg. Ops	
Social Services Reception & Care	Welfare Director		Social Services Support
Shelter	Welfare Director	Obtain, Open and Operate Shelters for Mass Care	

**BPA 4.5
EMERGENCY MANAGEMENT COUNCIL LEDGER**

JURISDICTION: Borough of Tinton Falls COUNTY: Monmouth

DATE OF APPOINTMENT BY MAYOR: April 6, 2010

NAME	WORKING TITLE	REPRESENTING GROUP				
		1	2	3	4	5
Michael Skudera	Mayor	X				
Cary Costa	Emergency Management Coordinator		X			
David Boehning	Deputy Emergency Management Coordinator		X			
Gerald Turning	Police Chief		X			
James Worrell	Fire and Rescue Coordinator		X			
Beth Hesseck	CERT		X			
Stephen Pfeffer	Chief Financial Officer		X			
John Bucciero	Public Works Director		X			
Sandra Van Sant	Health Officer, MCRHC #1		X			
Jim Markey	JCP&L, Area Manager		X			
Bill Wells	NJNG, Area Manager		X			
Leo Pratte	Chief Disaster Officer, American Red Cross			X		
Todd De Laney	Facilities Manager, Seabrook Village					X
Stephen Iacova	Operations Manager, Rehab Hospital of Tinton Falls					X
Tamar Sydney-Gens	Tinton Falls School Business Administrator					X
John Hutchenson	Monmouth County Social Services		X			

GROUP REPRESENTATION KEY

1. ELECTED OFFICIALS (MAYOR/FREEHOLDERS).
2. POLICE, FIRE, EMERGENCY MANAGEMENT, FIRST AID, HEALTH, ENVIRONMENTAL, HOSPITAL, AND PUBLIC WORKS.
3. BROADCAST AND PRINT MEDIAS.
4. COMMUNITY GROUPS (RED CROSS, ETC).
5. OWNERS/OPERATORS OF FACILITIES SUBJECT TO SARA TITLE-III.

PREPARED BY:

DATE:

BPA 5

SAMPLE EMERGENCY PROCLAMATION FOR THE BOROUGH OF TINTON FALLS.

PROCLAMATION

TO ALL DEPARTMENTS, DIVISIONS AND OFFICES OF THE BOROUGH OF TINTON FALLS, NEW JERSEY AND TO ALL CITIZENS OF THE BOROUGH AND PERSONS WITHIN ITS BOUNDARIES:

WHEREAS, PURSUANT TO THE POWERS VESTED IN ME BY CHAPTER 251 OF THE LAWS OF 1942, AS AMENDED AND SUPPLEMENTED, NJSA APP A:9-30 ET. SEQ.; NJSA 40:48-1(6) AND ORDINANCE PURSUANT THERETO; R-S. 40:87-31 ET.SEQ.; NJSA 2C:33-1 ET. SEQ.; AND ALL SECTIONS AND SUBSECTIONS, I HAVE DECLARED THAT A LOCAL DISASTER EMERGENCY EXISTS WITHIN THE BOROUGH OF TINTON FALLS, AND

WHEREAS, THE AFORESAID LAWS AUTHORIZE -THE PROMULGATION OF SUCH ORDERS, RULES AND REGULATIONS AS ARE NECESSARY TO MEET THE VARIOUS PROBLEMS WHICH.HAVE OR MAY BE PRESENTED BY SUCH EMERGENCY, AND

WHEREAS, BY REASON OF THE SERIOUS CONDITIONS WHICH PRESENTLY EXIST IN CERTAIN AREAS OF THE BOROUGH OF TINTON FALLS WHICH MAY AFFECT THE HEALTH, SAFETY AND/OR WELFARE OF THE PEOPLE, AND

WHEREAS, IT HAS BEEN DETERMINED THAT CERTAIN AREAS OF THE BOROUGH OF TINTON FALLS SHOULD BE DECLARED DISASTER AREAS, AND FURTHER, THAT CERT MEASURES MUST BE TAKEN IN ORDER TO INSURE THAT THE AUTHORITIES WILL BE UNHAMPERED IN THEIR EFFORTS TO MAINTAIN LAW AND ORDER AS WELL AS AN ORDERLY FLOW OF TRAFFIC, AND FURTHER, IN ORDER TO PROTECT THE PERSONS AND PROPERTY AFFECTED BY SAID CONDITIONS1 BE IT THEREFORE RESOLVED THAT,

A. The following areas are designated disaster areas:

1. _____
2. _____
3. _____
4. _____

AND

(CONTINUED ON NEXT PAGE)

BPA 5

(CONTINUED)

SAMPLE EMERGENCY PROCLAMATION FOR THE BOROUGH OF TINTON FALLS.

B. The movement of all vehicular traffic throughout the Borough of Tinton Falls in the area of _____ is prohibited until the termination _____ of the emergency during the hours of _____ to _____

AND

C. All vehicles left abandoned on the streets, highways and public roadways, or unable to continue due to conditions of the emergency will be towed away at the expense of the vehicle's owner

AND

D. All places of business relating to the sale, dispensing and/or distribution of alcoholic beverages shall be closed

AND

E. All gasoline stations -

Shall be closed.

Shall be prohibited from selling or dispensing gasoline or any other combustible or flammable agent in any form into any container

Shall be prohibited from selling or dispensing gasoline except directly into the fuel tank of a motor vehicle

AND

F. A curfew is declared on the use of the streets and highways of the Borough and

No person under the age of _____ is to be or remain in or upon any public street, highway or place at Any time during the hours of _____ to _____ except as authorized by a designated official.

G. Other necessary orders

NOW, THEREFORE, IN ACCORDANCE WITH THE AFORESAID LAWS, I DO HEREBY PROMULGATE AND DECLARE THAT THE ABOVE CITED APPLICABLE REGULATIONS SHALL BE IN ADDITION TO ALL OTHER LAWS OF THE STATE OF NEW JERSEY, THE BOROUGH OF TINTON FALLS.

Emergency Management Coordinator

Date

Time

BPA-6

Borough of Tinton Falls
Hazard Analysis

EVENT	LIKELIHOOD	WARNING TIME
Earthquake	medium	:00
Landslide	Low	:00
Tsunami	Low	:00
Flood	medium	12:00
Hurricane	High	24:00
Storm	High	12:00
Human Epidemic	medium	
Animal Epidemic	High	
Plant Epidemic	medium	
Rural Fire	Medium	:00
Urban Fire	medium	:00
Dam Failure	Medium	:00
Aircraft Wreck	High	:00
Train Wreck	High	:00
Ship Wreck	Low	:00
Multi-Vehicle Wreck	High	:00
Building Collapse	Medium	:00
Power Failure	High	:00
Gas Failure	High	:00
Water Supply Failure	High	:00
Chemical Spill	High	:00
Nuclear Spill	Medium	:00
Oil Spill	High	:00
Air Pollution	Medium	:00
Water Pollution	High	:00
Civil Disturbance	High	
Nuclear Attack		

BPA-7

VULNERABILITY ASSESSMENT

1. Population

-1970 - 7,000	-1980 - 8,000	-1990 - 15,000	-2005 - 17,000
-2010 - 19,500			

2. Transportation Systems:

- a. Highways Route 18 Commuter and truck traffic
 Route 33 Commuter and truck traffic
 Route 35 Commuter and truck traffic
 Route 66 Commuter and truck traffic
 Garden State Parkway (trucks permitted)
- b. Railroads - Conrail Freight Rails
 N.A.D. Earle Freight Rail
- c. Airports - No airports
- d. Waterways - Swimming River Reservoir
- e. Pipelines - Major Natural Gas pipeline

3. Major Recreational Areas:

- Hockhockson Park
- Liberty Park
- Sycamore Ave Soccer Complex

4. Major Employers:

	Employees	Products
-Borough of Tinton Falls	150	
-United Parcel Service (UPS)	100	Mail Delivery
-Seabrook Village	200	Senior Residence
-Stravola Contracting	80	Asphalt Manufacturer

5. Educational Facilities:

-Monmouth Regional High School	-Ranney School
-Tinton Falls School	-Monmouth County Vocational
-Atchinson School	-Monmouth Reform Temple
-Swimming River School	-Oakwood School

(CONTINUED ON NEXT PAGE)

BPA-7

(CONTINUED)

VULNERABILITY ASSESSMENT

6. Day Care Centers:
 - [Winding Brook Day Care Center - Kid Care Pinebrook Rd
 - Goddard School - Tinton Falls Co-op
 - Lutheran Memorial Day Care

7. Hospitals/Nursing Homes:
 - Liberty Royal Healthcare (120 Patients)
 - Atria Senior Living (150 residents)
 - Kensington Court Assisted Living Adult Daycare (120- 140 occupants)
 - Chelsea Senior Living (100 residents)
 - Renaissance Gardens Assisted/Skilled Nursing (100)

8. Special Facilities:
 - Association for Retarded Citizens - Wayside Road (24 Patients)
 - Monmouth Day Training Center - Wayside Road (24 Patients)
 - Seabrook Village – Essex Road- (2500 full time senior residents)
 - Jersey Shore Premium Outlets (120 merchandise stores, open mall)

ALERTING, WARNING AND COMMUNICATIONS

BOROUGH OF TINTON FALLS

COUNTY OF MONMOUTH

STATE OF NEW JERSEY

1. INTRODUCTION

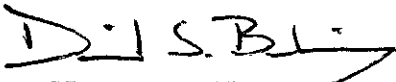
A. Statement of approval:

The Alerting, Warning and Communications Annex of the Borough of Tinton Falls Emergency Operations Plan meets the approval of the Emergency Management Coordinator and the Police Coordinator and is hereby approved. This annex supersedes any previously written Alerting, Warning and Communications Annexes.

Approval date: 3/25/10



Cary Costa
Emergency/Management Coordinator



David S. Boehning
Deputy Emergency/Management Coordinator

II. AUTHORITY AND REFERENCES

A. Laws, Ordinances, Regulations, Resolutions and Directives

1. Federal
 - a. As cited in the Basic Plan
2. State
 - a. OEM Directive No. 89, Frequency Allocation
3. County
 - a. As cited in the Basic Plan
4. Municipal
 - a. As cited in the Basic Plan

B. References, Guidance Material and Other Documents

1. Federal
 - a. FEMA Outdoor Warning Systems Guide, CPG 1-17, 1980.
 - b. FEMA Principles of Warning & Criteria Governing Eligibility of National Warning Systems (NAWAS) Terminals, CPG 1-14, 1981.
 - c. FEMA State and Local Communications and Warning Systems Engineering Guidance, CPG 1-37, 1984.
 - d. Fema emp Protection Guidance, CPG 2-18, 1985.
2. State
 - a. New Jersey Radio Amateur Civil Emergency Services (RACES) Manual
 - b. New Jersey Emergency Broadcast System Guidebook
 - c. New Jersey Attack Warning Plan
 - d. New Jersey State Police "Reverse 9-1-1 Guidelines"
3. County
 - a. As cited in the Basic Plan
 - b. Monmouth County "Code Red" Guidelines
4. Municipal
 - a. As cited in the Basic Plan
 - b. Borough of Tinton Falls "Code Red" Guidelines

III. PURPOSE

- A. The purpose of this Alerting, Warning and Communications Annex is to define and to provide guidance for the development and operation of a viable Alert, Warning and Communications Program during any emergency or disaster situation and to ensure completions of required emergency actions.

IV. SITUATION

- A. The primary communications center for Tinton Falls is located in the Monmouth County Communications Center and is used on a day to day basis. The back-up communications center for Tinton Falls is located in the Police Department of the Municipal Building and is also used on a regular basis.
- B. The 24 hour warning point for Tinton Falls is the Police Dispatcher located in Freehold (See AWCA-2).
- C. Route alerting can be implemented during an emergency by utilizing public address systems installed in nearly every emergency vehicle. Route alerting for a generalized area would be performed by Fire, Police and EMS vehicles.
- D. Warning methods in this jurisdiction include:
1. WJLK and WHTG Radio Stations, which are also EBS Stations.
 2. All Fire, EMS, and Emergency Management personnel can be reached by radio activated voice-paging systems. Select Emergency Management, Police, DPW and Municipal Officials can be notified by cellular telephone.
 3. Tinton Falls possess a computerized telephone alerting network (Code Red).
 4. A statewide teletype system is maintained by the Police Department, and Monmouth County
- E. AWCA-5 indicates the communications capabilities of the various Tinton Falls agencies including RACES.

V. OPERATIONS AND CONTROL

- A. Alerting, Warning and Communications Group actions to be taken during periods of heightened risk include:
1. Alerting, Warning and Communications direction and control will emanate from the dispatch desk in Freehold until transferred to the EOC.
 2. The Communications Coordinator will maintain a current recall roster of Alerting, Warning and Communications Group personnel in the COC. Roster will be updated semi-annually.
 3. The Communications Coordinator will establish 12 hour shifts for the Alerting, Warning and Communications Group to provide qualified staffing on a 24 hour basis.

-
- B. Interaction between the Alerting, Warning and Communications Group and other emergency services during an emergency will be accomplished by:
1. The Communications Coordinator will respond to the EOC during an emergency to direct the Alerting, Warning and Communications function. He may request the Communications Officer to report to the EOC or the secondary communications center, namely Base II.
 2. All emergency service personnel in the field will report appropriate information to the EOC via telephone or radio.
- C. Should the need to activate the public warning system arise, said activation would be accomplished by the Police Dispatcher or the Communications Officer with the direction of the OEMC.
- D. Route alerting would be accomplished by assembling emergency vehicles that will participate in said alerting and distributing a message to be delivered via public address systems located in their vehicles. Should time allow, a hand-out may be designed and distributed using all available personnel for delivery.
- E. Special institutions, i.e., schools and known nursing homes, will be notified of impending emergencies by telephone from the EOC. It will be the responsibility of the management of the facility to advise occupants of a situation. Non-English speaking individuals will be advised of a situation by bilingual members of the community and Police Department.
- F. The Emergency Management Coordinator may activate the EBS by contacting the Monmouth County Emergency management Coordinator and making such a request.
- G. Key officials will be notified of an emergency by use of cellular telephones.

VI. RESPONSIBILITIES

- A. The Communications Coordinator is responsible for implementing this annex and directing the Alerting, Warning and Communications emergency response.
- B. Written SOP's that address the Alerting, Warning and Communications function maintained in the EOC.
- C. There are no written Mutual Aid Agreements for the Alerting, Warning and Communications function. However, during an emergency isolated to one jurisdiction, the Monmouth County Police Radio van will be made available for communications support.

D. .A test of the New Jersey Attack Warning System (without sirens) is authorized once each month by the State Director. These are originated at the State Warning Point via NAWAS and ASPEN radio. Sirens will only be tested at noon on Saturday and will not exceed one minute in duration. Under no circumstances will the "TAKE COVER" (a three to five minute wavering tone) or "ALERT" (a three to five minute steady tone) signal be sounded in these tests.

1. The following are actions to be taken by the public upon hearing an actual warning signal:
 - a. **ATTACK OR ACCIDENTAL LAUNCH WARNING.** The public should be advised to remain in whatever structure they may currently be in. People out of doors are to immediately proceed to the basement or center core of the nearest structure.
 - b. **ALERT.** The public should listen for essential emergency information via radio, television and EBS if normal broadcasting is off the air.

E. Emergency communications are tested on a daily basis as all emergency equipment is utilized for the regular function of the municipality.

F. Should telephone service be lost during an emergency, the local telephone company will be advised to restore service to emergency telephones via County Radio.

G. Incoming and outgoing messages at the EOC will be logged in accordance with New Jersey RACES standards.

H. All emergency equipment is inspected and tested on at least a weekly basis including generators, antennas and communications equipment.

VII. **CONTINUITY OF GOVERNMENT FOR ALERTING, WARNING AND COMMUNICATIONS**

A. There is a need for a line of succession for the person responsible for the Alerting, Warning and Communications functions in order to ensure continuous leadership, authority and responsibility. The Emergency Management Coordinator and the personnel working within these functions will be kept informed of the following line of succession:

1. Communications Coordinator
2. Deputy Coordinator
3. Communications Officer

-
- B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to Alerting, Warning and Communications during emergency operations will be forwarded to the Emergency Management Coordinator to ensure that a completed record of the emergency is available for post operation analysis and possible use of litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A. The Communications Coordinator is responsible for the maintenance of all records and reports required for the Alerting, Warning and Communications functions in an emergency.
- B. The Communications Coordinator is responsible for the records of expenditures for the Alerting, Warning and Communications functions in an emergency.
- C. The procedures for obtaining supplies and equipment during an emergency will be in accordance with standard departmental orders as outlined in the Resource Management Annex. The Communications Coordinator will coordinate with the Emergency Management Coordinator for all requests for supplies and equipment through mutual aid or from the County Office of Emergency Management.

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The Communications Coordinator is responsible for the maintenance of the Alerting, Warning and Communications Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved and distributed.
- B. The Communications Coordinator is responsible for reviewing and updating the Alerting, Warning and Communications Annex, SOP's and attachments based on deficiencies identified through drills, exercises and actual emergencies on an annual basis.

X. DEFINITIONS

- A. The following terms and acronyms were used in addition to those defined in the Basic Plan:
 1. AWC - Alerting, Warning and Communications

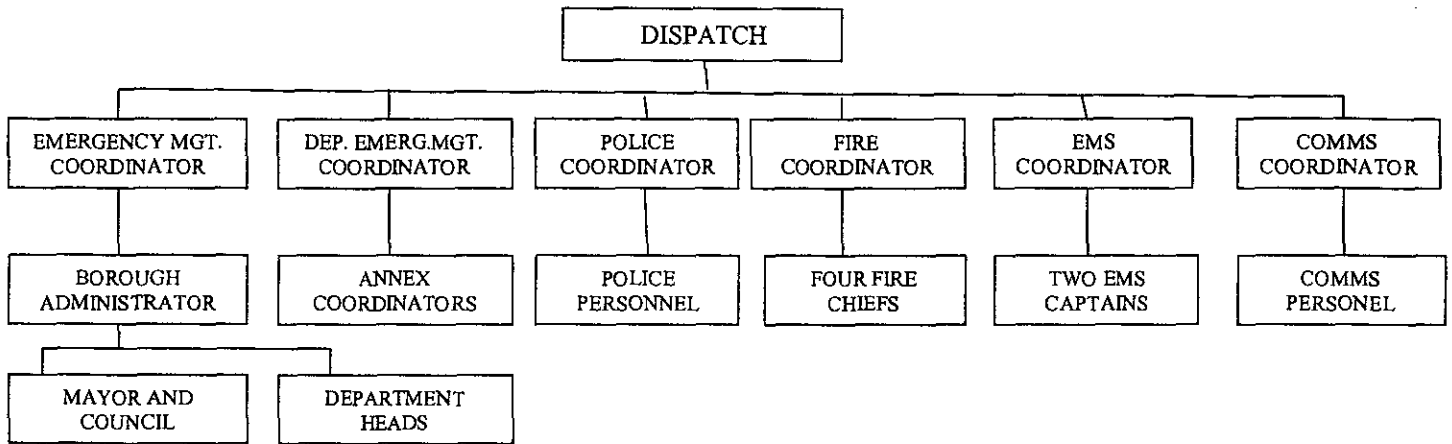
AWCA-1

Key Government and Emergency Management Personnel List.

Kept on file in EOC.

AWCA- 2

Warning Flow Chart



AWCA - 3

SIREN LOCATIONS

NAME	LOCATION	TYPE
TINTON FALLS FIRE CO.#1	695 TINTON AVENUE	SIREN
NORTHSIDE ENGINE CO.#4	35 SPRINGDALE AVE	SIREN
PINEBROOK FIRE CO. #3	71 HAMILTON ROAD	SIREN

AWCA-4

ALERTING AND WARNING

The outdoor warning system listed in AWCA – 3 are currently used as a supplement to the fire service's radio paging system.

At this time, the systems would be useless in notifying the public of an impending emergency. They have no audible message capabilities. They are useful for alerting local fire personnel only.

PROPOSED SCHEDULE OF CORRECTION

There are other alerting sirens installed throughout the Borough. These sirens have not worked in years. Information should be obtained in order to assess the alerting sirens capabilities and potential of repair. Neighboring property, Fort Monmouth has audible alerting sirens in which an audible message can be sounded as well as siren blasts. Fort Monmouth is scheduled to be closed in September 2011. Tinton falls OEM should ask that those alerting sirens be conveyed to Emergency Management. Furthermore, a comprehensive plan must be initiated at the County level in order for outdoor alerting sirens to be a viable resource for emergency communication conveyance.

AWCA-5

List of frequencies and the agencies that have access to them.

CAPABILITY	CHANNEL	DEPARTMENT	FREQUENCY
Tran/Recv	1	TFPD	155.670
Tran/Recv	2	MC Police	154.870
Tran/Recv	3	TF Fire/Road Dept	155-025
Tran/Recv	4	State Spen 1	154.680
Tran/Recv	5	MC Emergency Management	153.905
Tran/Recv	6	MC Fire 1	154.430
Tran/Recv	7	National Spen 2	155.475
Tran/Recv	8	EMS 1	155.175
Tran/Recv	9	EMS 2	155.340
Recv	10	Eatontown/Shrewsbury	154.800
Recv	11	Wall Township	154.845
Recv	12	Neptune Township	155.130
Recv	13	Colts Neck Township	155.640
Recv	14	Middletown	155.550
Recv	15	Long Branch	154.710
Recv	16	Weather Channel	162.550

AWCA-6

Recall/Duty Roster.

A current Recall/Duty Roster of Alerting, Warning and Communications personnel will be maintained in the EOC.

AWC-I2

RECALL DUTY ROSTER DISPATCHERS

All Dispatch Functions and re-call rosters are kept with the primary Dispatch Center located in Monmouth County Communications Freehold



DAMMAGE ASSESSMENT ANNEX

BOROUGH OF TINTON FALLS

COUNTY OF MONMOUTH

STATE OF NEW JERSEY

I. INTRODUCTION

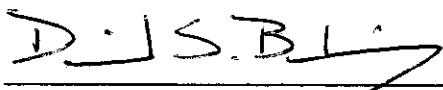
A. Statement of approval

The Damage Assessment Annex of the Borough of Tinton Falls Emergency Operations Plan meets the approval of the Emergency Management Coordinator and is hereby approved. This annex supersedes any previously written Damage Assessment Annexes.


Approval date: 3/25/10



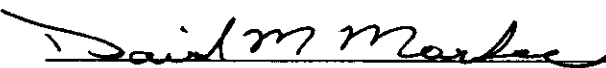
Cary Costa
Emergency Management Coordinator



David S. Boehning
Deputy Emergency Management Coordinator



Robert Corby
Construction Official



David M. Marks
Borough Engineer

II. AUTHORITY AND REFERENCES

A. Laws, Ordinances, Regulations, Resolutions and Directives

1. Federal

- a. As cited in the Basic Plan

2. State

- a. As cited in the Basic Plan

3. County

- a. As cited in the Basic Plan

4. Municipal

- a. As cited in the Basic Plan

A. References, Guidance Material and other Documents

1. Federal

- a. As cited In the Basic Plan

2. State

- a. New Jersey Disaster Operations Field Manual
- b. NJOEM Directive No. 84

3. County

- a. As cited in the Basic Plan

4. Municipal

- a. As cited n the Basic Plan

III. PURPOSE

- A. The purpose of this Damage Assessment Annex is to define and to provide guidance for the development and operation of a viable Damage Assessment Program during any emergency or disaster and to ensure completion of required emergency actions.

IV. SITUATION

- A. The primary agency responsible for Damage Assessment in the Borough of Tinton Falls is the Office of Emergency Management. Support of the damage assessment process will be provided by the following departments: Public Works, Monmouth County, Health Department, Police Department, Fire Department, Construction Department, Code Enforcement Department, and the Buildings and Grounds Department.

- B. The Borough Engineer will be responsible for inspecting -public sector damage, such as roads.
- C. Private sector damage assessment will initially be conducted by the Fire Marshall, Building Code Officer and the Public Works Officer of Tinton Falls. Once the emergency has wound down, private sector damage assessment will be compiled by the various insurance adjusters.
- D. The departments listed in A above communicate on a daily basis by radio on the municipal agencies frequency. During an emergency, they will communicate with each other and the EOC via his frequency or, if possible, by telephone.
- E. Damage assessment teams will use their regularly assigned municipal vehicles to conduct damage assessment, unless said vehicles have been reassigned for emergency purposes by the EMC. If said vehicles are not available, damage assessment teams will be asked to use their own vehicles and to be reimbursed by the Borough for said use.
- F. The Police Department owns video cameras which have been and will be used to record conditions within the Borough prior to a disaster or storm, tapes containing this information will be kept in the EOC. The Police Department and the Office of Emergency Management each maintain cameras which will also be used to record conditions prior to an event. After a disaster, said equipment will be used by the Office of Emergency Management to record and compare affected areas to their condition prior to the event.
- G. Disaster Applications centers will be located at one or more of the following locations, depending upon their condition after a disaster:
 - 1. Monmouth Regional High School, Tinton Avenue
 - 2. Swimming River School, Hance Avenue
 - 3. Tinton Falls School, Tinton Avenue
 - 4. Any of 4 firehouses or the First Aid Buildings

V. OPERATIONS AND CONTROL

- A. Damage assessment actions to be taken during a period of heightened risk are as follows:
 - 1. Damage assessment direction/control shall emanate from the Office of the Borough Administrator until transferred to the EOC.
 - 2. The EMC will maintain a current recall roster for the Damage Assessment Group. Said roster will be kept in the EOC and will be updated semi-annually (See DAA-2).
 - 3. The Public Works Director is appointed as Damage Assessment Supervisor from among the Damage Assessment Group. This supervisor will see that said group is fully staffed during daylight hours by rotating personnel in no longer than 12 hour shifts. Damage assessment personnel will remain on call throughout the night to record damage reported by telephone and emergency workers performing through the night.
 - 4. The procedures for record-keeping of expenditures by the Damage Assessment Group will follow the same procedures used by the members of this group during their day-to-day operations. Any change in this procedure will be passed from the EMC to the Damage Assessment Supervisor, who will disseminate the information among the members of the group.

-
- B. The Damage Assessment Group will interact with other emergency groups during an emergency in accordance with the following:
 - 1. The EMC will appoint a Damage Assessment Representative to report to the EOC during an emergency.
 - 2. The Damage Assessment workers in the field will report appropriate information to the representative in the EOC by municipal radio and/or telephone.
 - C. Once the order is given by the EOC to begin damage assessment, personnel will be selected from the ranks of the agencies noted in Section IV.A. (SITUATION) of this annex by their representatives in the EOC. Said personnel will assemble at a location chosen by the Damage Assessment Group Supervisor. Once all personnel have assembled at this location, the EMC or his representative will brief the personnel on their duties and distribute damage assessment forms.
 - D. Video and photographic documentation of damage will be accomplished by, providing Damage Assessment Group Representatives within various municipal agencies with equipment regularly maintained by their agency. Photo forms will be issued to identify the location of the damage pictured as well as a brief description.

VI. RESPONSIBILITIES

- A. The Emergency Management Coordinator is responsible for implementing this annex and directing the damage assessment emergency response.
- B. Damage Assessment SOP'S will be prepared by the local Emergency Planning Committee.
- C. Tinton Falls has no mutual aid agreements for damage assessment.
- D. The Emergency Management Coordinator is responsible for the submission of accurate, detailed and timely Preliminary Damage Assessment Reports.
- E. The Emergency Management Coordinator is responsible for the maintenance of accurate records of resources, expenditures, and supporting documentation to substantiate future damage assessment claims.

VII. CONTINUITY OF GOVERNMENT FOR DAMAGE ASSESSMENT

- A. There is a need for a line of succession for the person responsible for the damage assessment functions in order to ensure continuous leadership, authority and responsibility. The Emergency Management Coordinator and the personnel working within this function will be kept informed of the following line of succession:
 - 1. Emergency Management Coordinator
 - 2. Deputy Coordinator
 - 3. Public Works Director
 - 4. Borough Engineer
 - 5. Construction Official

- B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to emergency operations will be forwarded to the Emergency Management Coordinator to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A. The Emergency Management Coordinator is responsible for maintenance of all records and reports required for the damage assessment functions in an emergency.
- B. The Emergency Management Coordinator is responsible for records of expenditures for the damage assessment functions in an emergency.
- C. The procedures for obtaining supplies and equipment during an emergency will be in accordance with standing departmental orders as outlined in the Resource Management Annex.

The Damage Assessment Group Supervisor will coordinate with the Coordinator for all requests for supplies Emergency Management and equipment through mutual aid or from the County Office of Emergency Management.

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The Emergency Management Coordinator is responsible for the maintenance of the Damage Assessment Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved and distributed.
- B. The Emergency Management Coordinator is responsible for reviewing and updating the Damage Assessment Annex, SOP's, and attachments based on deficiencies identified through drills, exercises and actual emergencies on an annual basis.

X. DEFINITIONS

- A. There are no terms or acronyms used in addition to those defined in the Basic Plan.

XI. REQUIRED APPENDICES / ATTACHMENTS

DAA-1 – Disaster Operations Field Manual

DAA-2 – Recall / Duty Roster

DAA-3 – Damage Assessment SOP's

DAA-4 – List of Potential Damage Application Centers for jurisdiction in accordance with Section 4.01, of the Disaster Operations Field Manual.

DAA-1
A Disaster Operation Field Manual is maintained in the EOC.

DAA-2

RECALL/DUTY ROSTER

Recall/Duty Rosters for the Damage Assessment Group including those assigned to various Borough agencies, is maintained in the EOC.

DAA-3

Damage Assessment SOP's will be prepared by the local Emergency Planning Committee and maintained in the EOC.

DAA-4

A current list of potential Disaster Application Centers, in accordance with Section 4.01 of the Disaster Operations Field Manual, is maintained in the EOC.



EMERGENCY MEDICAL ANNEX

BOROUGH OF TINTO FALLS

COUNTY OF MONMOUTH


STATE OF NEW JERSEY

1. INTRODUCTION

A. Statement of approval

The Emergency Medical Annex of the Borough of Tinton Falls Emergency Operations Plan meets the approval of the Emergency Management Coordinator and the Emergency Medical Services Coordinator and is hereby approved. This annex supersedes any previously written Emergency Medical Annexes.

Approval date: 3/25/10



Grace Bongarzone
Emergency Medical Services Coordinator

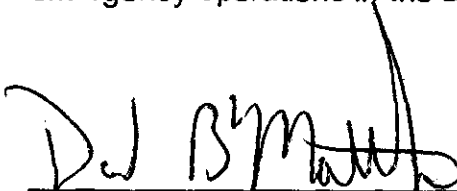


Cary Costa
Emergency Management Coordinator



David S. Boehning
Deputy Emergency Management Coordinator

The below listed officers of the Borough of Tinton Falls Emergency Medical Services have reviewed this Emergency Operations Plan Annex and have been issued a copy thereof. By signing below I certify that I recognize that the Emergency Operations Plan is the legal authoritative document for emergency operations in the Borough of Tinton Falls.




David Mathew
Captain, Tinton Falls EMS-North

4/8/2010
Date



Robert Harvey
Captain, Tinton Falls EMS-South

4/12/10
Date



Jack Branin
Supervisor, Tinton Falls Paid EMS

4/2/10
Date

II. AUTHORITY AND REFERENCES

A. Laws, Ordinances, Regulations, Resolutions, and Directives

1. Federal
 - a. As cited in the Basis Plan.
2. State
 - a. Chapter 33, N.J.S.A. 13:1D-1
 - b. Chapter 232, N.J.S.A. 13:1D-29
 - c. Title 8 - Chapter 51, N.T.S.C. 8:51
 - d. New Jersey Public Law 1947, N.J.S.A. 26A-1 et. seq.
3. County
 - a. Monmouth County Emergency Operations Plan
4. Municipal
 - a. As cited in the Basic Plan

B. References, Guidance Material and Other Documents

1. Federal
 - a. As cited in the Basic Plan.
2. State
 - a. New Jersey State First Aid Council, District Mobilization Plan
 - b. New Jersey Emergency Operations Plan, Mass Casualty Incident Plan
3. County
 - a. Monmouth County Emergency Operations Plan
4. Municipal
 - a. Municipal First Aid Standard operating Procedures

III. PURPOSE

- A. The purpose of this Emergency Medical Annex is to define and to provide guidance for the development and operation of a viable Emergency Medical Program during any emergency or disaster situation and to ensure completion of required emergency actions.

IV. SITUATION

- A. Emergency Medical Service protection is provided to the residents of Tinton Falls by one independent volunteer EMS Squad, and one paid service. The volunteer organization receives funding from the Borough of Tinton Falls and private donations. The paid service receives funding by charging patients for the transportation, and during an emergency situation will perform their function through coordination of the OEM.
- B. The following is a breakdown of operational information:
1. Tinton Falls has two EMS Squads which are located at 46 Old Mill Road in the northern portion of the Borough and 1 Volunteer Way in the southern portion of the Borough.
 2. The Tinton Falls EMS Squad South is an all volunteer squad with Tinton Falls North being a part time paid service.
 3. Maintains five Type III ambulances.
 4. Tinton Falls has one significant Emergency Medical hazard, namely the Propane Storage Yard located on Apple Street.
- C. The primary dispatch center for the EMS in Tinton Falls is the Monmouth County Communications Center. The alternate dispatch center is located in the Police Department in the municipal building. EMS can also be dispatched from the EOC during an emergency.
- D. The communications capabilities of the Tinton Falls EMS are as follows:

	TRANSMIT		RECEIVE		DPL/PL
	FX		XF		
1. TFEMS-Repeater	155.325		150.790		115
2. TFEMS-Talk Around	155.325		155.325		115
3. TFPD	153.965		155.670		136.5/TPL 151.4/RPL
4. TF Fire	154.160		151.100		179.9 PL
5. TFEMS (old)	155.295		155.295		115
6. EMS 1	155.175			151.4	PL
7. EMS 2(scan on portables)	155.340			151.4	PL
8. EMS 3	155.280			151.4	PL
9. SPEN 1	154.680			131.8	PL
10. SPEN 4	153.785			131.8	PL
11. Mon Fire 1	154.430			151.4	PL
12. Mon Fire 2	154.175			151.4	PL
13. Mon Fire 3	154.280			151.4	PL
14. Mon Fire 4	154.205			151.4	PL
15. Hamilton FA	154.010	154.340		151.4	
16. Oakhurst FA	154.100	154.100		?	
Eatontown	154.445	153.920		743/TDPL	151.4/RPL
TF DPW	155.025			151.4	

A method of communication can be achieved via the Communication network of Tinton Falls.

- E. The Rehabilitation Hospital (Hope Road) is located in Tinton Falls
- F. Within Tinton Falls, one nursing home can be expanded into an Emergency Treatment Center for disaster victims, namely the Tinton Falls Convalescent Center on Wardell Road. The Rehabilitation Hospital of Tinton Falls can also serve as an Emergency Treatment center.
- G. Tinton Falls is a tie into the New Jersey State First Aid Council First District Mass Casualty Plan.
- H. Tinton Falls First Aid Organization is a member of the New Jersey State First District First Aid Council. TFFAS is a member of the Monmouth County Disaster Plan and in the event of a disaster in Tinton Falls, this disaster plan can provide additional ambulance, fire, paramedic, medevac and communications equipment and personnel quickly upon request.

V. OPERATIONS AND CONTROL

- A. Emergency actions to be taken during periods of heightened risk include the following:
 - 1. During an emergency, direction and control for EMS functions will emanate from the Emergency Operations Center.
 - 2. The maintenance and verification of recall rosters is the responsibility of the squad, said list will be submitted to the EMS Coordinator annually and attached to this annex as EMA-2.
 - 3. 24-Hour staffing of the EOC by EMS personnel will be accomplished by 12-hour rotating shifts.
- B. The Emergency Medical Group will interact with other agencies during an emergency by:
 - 1. During an emergency, the Senior Officer of the squad or his designee will respond to the EOC to work with the EMS Coordinator.
 - 2. The on-scene officer in charge will report appropriate information to the EOC via radio and/or by telephone.
 - 3. The Tinton Falls Office of Emergency Management will present the Incident Command System / NIMS to the first aid organization so that the squad may adopt or customize their SOP's to include the ICS and NIMS.
- C. The first aid squad is dispatched by the Monmouth County Dispatch System (Tinton Falls) using a radio-pager system. When equipment and/or personnel from outside our area is requested, the OEM will request this through the Monmouth County Police Radio System.
- D. The senior officer of the squad will command all responding EMS units and said units will be coordinated through the OEM.

- E. The Tinton Falls First Aid Squad, Tinton Falls Fire Company and the Wayside Fire Company are responsible for rescue operations at all times. During fire involvement, this responsibility will be that of the Fire Department. In a Haz-Mat situation, no first-aid personnel will approach the scene until secured by the TFOEM.
- F. Tinton Falls will implement sections of the Mass Casualties Plan as needed by decision of the EMS Coordinator. All outside agencies will report to the EMS Coordinator and will be under direction of the Ems, Coordinator.
- A. Emergency medical care at shelter facilities will be accomplished by assigning EMS personnel from the Borough first aid organization to each shelter, this process is further explained in the Shelter Annex of this plan.
- H. Each nursing home will be required to submit a plan detailing the reduction of patient populations and evacuation of their facilities to include the provision of medical care to evacuated patients.

VI. RESPONSIBILITIES

- A. The EMS Coordinator is responsible for implementing this annex and directing the Emergency Medical emergency response.
- B. SOP's that address how the Emergency Medical function will accomplish their emergency response are written and maintained by the Monmouth County Office of Emergency Management.
- C. Tinton Falls maintains verbal mutual aid agreements with all contiguous municipalities for provision of EMS response. When written mutual aid agreements are executed, they will become a part of this plan.
- D. The EMS Coordinator is responsible for arranging for emergency medical support and hospital care during and after an emergency including decontamination.
- E. The EMS Coordinator is responsible for emergency medical protection in emergency shelters.
- F. The EMS organizations have a support role; i.e., in the following annexes of this EOP; Alerting, Warning and Communications Annex, Damage Assessment, Evacuation Annex, Hazardous Materials Annex, Shelter Annex and Social Services Reception and Care Annex.

VII. CONTINUITY OF GOVERNMENT FOR LAW ENFORCEMENT

- A. There is a need for a line of succession for the person responsible for the Emergency Medical functions in order to ensure continuous leadership, authority and responsibility. The Emergency Management Coordinator and the personnel working within this function will be kept informed of the following line of succession:
 1. EMS Coordinator
 2. Jurisdictional EMS Captain
 3. Jurisdictional EMS First Lieutenant

- B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to emergency operations will be forwarded to the Emergency Management Coordinator to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A. The EMS Coordinator is responsible for maintenance of all records and reports required for the Emergency Medical functions in an emergency.
- B. The EMS Coordinator is responsible for records of expenditures for the Emergency Medical functions in an emergency.
- C. The procedures for obtaining supplies and equipment during an emergency will be, in accordance with standing departmental orders as outlined in the Resource Management Annex and the following SOP's:
 - 1. All purchases will be approved and authorized by the OEM Coordinator.
 - 2. All purchases will be made by Purchase Order issued by the Borough of Tinton Falls unless so noted by the OEMC.

The EMS Coordinator will coordinate with the Emergency Management Coordinator for all requests for supplies and equipment through mutual aid or from the County Office of Emergency Management (See EMA-3 and RMA-8).

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The EMS Coordinator is responsible for the maintenance of the Emergency Medical Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved and distributed. .
- B. The EMS Coordinator is responsible for the review and updating of the Emergency Medical Annex, SOP's, and attachments based on deficiencies identified through drills, exercises and actual emergencies on an annual basis.

X. DEFINITIONS

- A. There are no terms and acronyms used in this annex which were in addition to those defined in the Basic Plan.

**EMA-1
Mobilization Plans**

District are written and maintained by the New Jersey State First Aid Council and will also be maintained in the EOC.

The Monmouth County Disaster Plans are written and maintained by the Monmouth County Office of Emergency Management.

EMA-2

Recall/Duty Rosters.

Copies of the Recall/Duty Rosters ARE maintained in the EOC.

EMA-3

Mutual Aid Agreement.

Tinton Falls maintains verbal mutual aid agreements with all contiguous municipalities for the provision of EMS response. When written mutual aid agreements are executed, they will become a part of this plan. At this time there are no written mutual aid agreements, with the exception of the first-aid back-up and mutual aid plans prepared by the Monmouth County EMS Coordinator, a copy of which is on file in the EOC.

EMA-4

Hospital Emergency Plans

Hospital Emergency Plans will be maintained in the EOC.

EMA-5

NJFAC Mass Casualty Plan

N.J. State First Aid Council Mass Casualty Plan and the Monmouth County Disaster Plan will be maintained in the EOC.

The Monmouth County Mass Casualty Plan is on file in the EOC.

EMA-6

EMS Organizations and Resource Lists will be maintained in the EOC.

EMA-7

Jurisdiction Sites Used as MEDEVAC Landing Sites.

Copies of these MEDEVAC Landing Site Documents will also be maintained in the EOC.

LANDING ZONE ARE NOT LISTED BY PRIORITY

SITE NAME	LATITUDE	LONGTTUDE
HANCE PARK	40 DEGREES	074 DEGREES
	19 MINUTES	04 MINUTES
	56.8 SECONDS	40.4 SECONDS
SWIMMING RIVER	40 DEGREES	074 DEGREES
SCHOOL	19 MINUTES	05 MINUTES
	33.5 SECONDS	26.4 SECONDS
ATCHISON SCHOOL	40 DEGREES	074 DEGREES
	19 MINUTES	05 MINUTES
	03.2 SECONDS	30.3 SECONDS
DORBROOK PARK	40 DEGREES	074 DEGREES
COLTS NECK	17 MINUTES	07 MINUTES
FIELD BARN	51.9 SECONDS	58.8 SECONDS
TINTON FALLS SCHOOL	SOCCER FIELD REAR USE ADMINISTRATIVE RD	
TINTON AVE	40 DEGREES	074 DEGREES.
	18 MINUTES	05 MINUTES
	04.7 SECONDS	59.4 SECONDS
REGIONAL HIGH SCHOOL		
SOCCER FIELD	40 DEGREES	074 DEGREES
	18 MINUTES	05 MINUTES
	18.2 SECONDS	32.1 SECONDS
HOCKHOCKSON PARK	RIGHT FIELD OF BASEBALL FIELD	
	40 DEGREES	074 DEGREES
	17 MINUTES	05 MINUTES
	23.8 SECONDS	55.7 SECONDS
MOSQUITO COMMISSION HELI PAD		
	40 DEGREES	074 DEGREES
	17 MINUTES	05 MINUTES
	24.1 SECONDS	37.2 SECONDS
STAVOLA EXECUTIVE OFFICE		
DRIFT ROAD	40 DEGREES	074 DEGREES
FRONT LAWN	16 MINUTES	05 MINUTES
	44.6 SECONDS	21.2 SECONDS
STANDARD SUPPLY PARKING LOT	SHARK RIVER ROAD & 33 WEST	
	40 DEGREES	074 DEGREES
	13 MINUTES	06 MINUTES
	04.6 SECONDS	09.2 SECONDS
HOVCHILD PLAZA RT 66 EAST HELI PAD		
	40 DEGREES	074 DEGREES
	13 MINUTES	05 MINUTES
	04.6 SECONDS	36.5 SECONDS

EMERGENCY OPERATIONS CENTER ANNEX

BOROUGH OF TINTON FALLS

COUNTY OF MONMOUTH

STATE OF NEW JERSEY

1. INTRODUCTION

A. Statement of approval:

The Emergency Operations Center Annex of the Borough of Tinton Falls Emergency Operations Plan meets the approval of the Emergency Management Coordinator and the Deputy Emergency Management Coordinator and is hereby approved. This annex supersedes any previously written Emergency Operations Center Annexes.

Approval date: 3/25/10



Cary Costa
Emergency Management Coordinator



David S. Boehning
Deputy Emergency Management Coordinator

II. AUTHORITY AND REFERENCES

A. Laws, Ordinances, Regulations, Resolutions and Directives

1. Federal
 - a. As cited in the Basic Plan
2. State
 - a. As cited in the Basic Plan
3. County
 - a. As cited in the Basic Plan
4. Municipal
 - a. As cited in the Basic Plan

B. References, Guidance Material and Other Documents

1. Federal
 - a. FEMA Emergency Operations Center Handbook, CPG 1-20, 1984
2. State
 - a. As cited in the Basic Plan
3. County
 - a. As cited in the Basic Plan
4. Municipal
 - a. As cited in the Basic Plan

III. PURPOSE

- A. The purpose of this Emergency Operations Center Annex is to define and to provide guidance for the development and operation of a viable Emergency Operations Center Program during any emergency or disaster and to ensure completion of required emergency actions.

IV. SITUATION

- A. The Tinton Falls Emergency Operations Center is located at 556 Tinton Avenue, Tinton Falls, on the second floor of the Municipal Complex. When activated, the entire building will be utilized for emergency operations.

B. A brief description of the primary Emergency Operations Center is as follows:

The primary EOC is located in the Police Department Municipal bldg. can communicate by radio with all municipa1 agencies and several county agencies. The primary EOC also is equipped for the hook-up of volunteer RACES operators.

1. The primary EOC consists of roughly 500 square feet not including the use of the entire building should the need arise.
 2. The primary EOC has a backup generator that will support the entire EOC during a emergency. The generator is a KOHLER generator run by diesel fuel generating 60K.
 3. Our primary EOC has not been analyzed to ascertain a RadiationProtection Factor.
 4. The primary EOC is located geographically central to the Borough and is not highly susceptible to natural hazards.
 5. The primary EOC has male and female restrooms just out side theOperations Room.
 6. The primary EOC has eating and sleeping facilities, however, it has not yet been stocked for these uses. The OEM will attempt to secure materials for these purposes in the near future.
- A. Tinton Falls has no Mobile Command Post. In the event that a Mobile Unit is needed, Monmouth County Radio will be requested to assist.

V. OPERATIONS AND CONTROL

A. During periods of heightened risks, the following actions will taken:

1. The Deputy Emergency Management Coordinator will maintain a current recall roster for the Emergency operations Group. During heightened risk periods, the Deputy Coordinator will contact group members and advise of the intentions of the EMC (See EOCA-2). Recall Roster will be updated semi-annually.
 2. The Deputy Coordinator will schedule the Emergency Operations Group in rotating 12 hour shifts to ensure qualified staffing on a 24-hour basis (See EOCA-3)
- B. Personnel assigned to the EOC are noted in Attachment EOCA-2 andEOCA-3. Current notification/recall duty rosters will be maintained by the Deputy Coordinator and kept in the EOC.
- C. Key personnel located in the EOC will maintain a log of major events for their department in accordance with EOCA-4.
- D. Each department in the EOC will communicate with their respective field forces directly by radio. However, there will also be a centralized communications system which would be utilized by the various departments via message logging procedures (See AWCA-5).

-
- E. The EOC would be activated for long-term emergencies such as natural disasters or major civil disturbances, or short-term emergencies such as small to medium hazardous materials incidents, when a larger staffing is required or the incident would exceed 24 hours.
 - F. The Emergency Management Coordinator will be responsible for securing the EOC Room. will conduct a complete inspection of the premises. All deficiencies will be corrected and basic readiness to standard operating conditions will be restored.

VI. RESPONSIBILITIES

- A. The Deputy Coordinator is responsible for implementing this annex and directing the Emergency Operations Center emergency response.
- B. SOP's will be developed to address how the Emergency Operations Center Group will accomplish their emergency response.
- C. Tinton Falls has no mutual aid agreements for the Emergency Operations Center function.
- D. The Deputy Coordinator is responsible for displays, maps and status boards in the EOC.
- E. The Deputy Coordinator is responsible for maintaining adequate EOC equipment in all current state of readiness.
- F. The Deputy Coordinator is responsible for maintaining adequate EOC supplies such as forms, office supplies, batteries, blankets, etc.

VII. CONTINUITY OF GOVERNMENT FOR EMERGENCY OPERATIONS CENTER

- A. There is a need for a line of succession for the person responsible for the emergency operations center functions in order to copy ensure continuous leadership, authority and responsibility. The Emergency Management Coordinator and the personnel working within this function will be kept informed of the following line of succession:
 - 1. Deputy Coordinator
 - 2. Police Coordinator
 - 3. EMS Coordinator
- B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to emergency operations will be forwarded to the Emergency Management Coordinator to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A. The Deputy Coordinator is responsible for maintenance of all records and reports required for the emergency operations center functions in an emergency.
- B. The Deputy Coordinator is responsible for records of expenditures for the emergency operations center functions in an emergency.

- C. The procedures for obtaining supplies and equipment during an emergency will be in accordance with standing departmental orders as outlined in the Resource Management Annex. The Deputy Coordinator will coordinate with the Emergency Management Coordinator for all requests for supplies and equipment through mutual aid or from the county Office of Emergency Management.

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The Deputy Coordinator is responsible for the maintenance of the Emergency Operations Center Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved and distributed.
- C. The Deputy Coordinator is responsible for reviewing and updating the Emergency Operations Center Annex, SOP's and attachments based on deficiencies identified through drills, exercises and actual emergencies on an annual basis.

X. DEFINITIONS

- A. There are no terms or acronyms used in this annex in addition to those defined in the Basic Plan.

EOCA-1

EOC FLOOR PLAN

A copy of the EOC floor plan is maintained in the EOC.

EOCA-2

RECALL/DUTY ROSTER

A Recall/Duty Roster is maintained in the EOC.

EOCA-3

STAFFING ROSTER

An EOC Staffing Roster is maintained in the EOC.

EOCA-4

EOC SOP's

EOC SOP's are maintained in the EOC.

EOCA-5
RESOURCE LIST

An EOC Resource List is maintained in the EOC.

EMERGENCY PUBLIC INFORMATION ANNEX

BOROUGH OF TINTON FALLS

COUNTY OF MONMOUTH

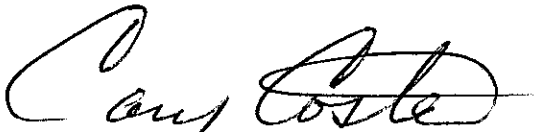
STATE OF NEW JERSEY

I. INTRODUCTION

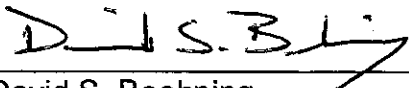
A. Statement of approval:

The Emergency Public Information Annex of the Borough of Tinton Falls Emergency Operations Plan meets the approval of the Emergency Management Coordinator and the Borough of Tinton Falls Administrator and is hereby approved. This annex supersedes any previously written Emergency Public Information Annexes.

Approval date: 3/25/10



Cary Costa
Emergency Management Coordinator



David S. Boehning
Deputy Emergency Management Coordinator

II. AUTHORITY AND REFERENCES

A. Laws, Ordinances, Regulations, Resolutions and Directives

1. Federal
 - a. As cited in the Basic Plan
2. State
 - a. As cited in the Basic Plan
3. County
 - a. As cited in the Basic Plan
3. Municipal
 - a. As cited in the Basic Plan

B. References, Guidance Material and Other Documents

1. Federal
 - a. As cited in the Basic Plan
2. State
 - a. As cited in the Basic Plan
3. County
 - a. As cited in the Basic Plan
4. Municipal
 - a. As cited in the Basic Plan

III. PURPOSE

- A. The purpose of this Emergency Public Information Annex is to define and to provide guidance for the development and operation of a viable Emergency Public Information Program during any emergency or disaster situation and to ensure completion of required emergency actions.

IV. SITUATION

- A. The Public Information Officer will supervise the Public information function during an emergency. The Public Information officer will be assisted by Borough staff and maintain contact with representatives of the local newspapers (Asbury Park Press and The Coaster) as well as other interested media outlets.
- B. The Public Information Officer (PIO) will respond to the EOC. Supplies made available to the P10 in the EOC include: one outside telephone line, a lap top computer, a typewriter, a photocopy machine, a FAX machine, and miscellaneous stationery supplies.
- C. The Public Information assembly and briefing area will be in the Borough Committee meeting room. Print, television, and radio media can all set up in this area.
- D. Local radio stations, WJLK and WHTG, will broadcast emergency information as requested by the EOC. In times of heightened risk, when time is not a major factor, emergency information will be issued by the local print media described in section IV.A. (SITUATION)
- E. During hurricane season, the PIO will distribute FEMA Hurricane Pamphlets to the residents of the Borough by placing them in several public places including the local schools. When time allows, the PIO shall design and distribute emergency information pamphlets.

V. OPERATIONS

- A. During periods of heightened risk, the PIO will ensure the following actions are taken:
 - 1. Establish direction and control of the Public Information function and have it emanate from the EOC.
 - 2. Implement recall rosters which will be maintained by the PIO, kept in the EOC, and will be updated semi-annually.
 - 3. During extended emergencies, the PIO will establish 12 hour shifts to maintain 24-hour qualified staffing in the EOC.
- B. The PIO Group interacts with other emergency agencies during an emergency as follows:
 - 1. The Public Information Officer, who will supervise the Public Information Group, will respond to the EOC during an emergency.
 - 2. The information will be forwarded from the Forward Command Post to the EOC Communication officer who will relay necessary information to the P10. The PIO will report to the EMC.

- C. The PIO will respond to the EOC during an emergency and prepare to receive and disseminate information as needed to inform the public of actions they should follow to protect themselves during an emergency. This will be accomplished by preparing a written press release reading and distributing same- at a prearranged time in the area. All questions relating to the emergency will be directed to the PIO so as to manage rumor control.
- D. The PIO will develop press releases after speaking with and questioning the various department heads within the EOC. The PIO will then develop a draft press release which will be read and corrected at a meeting of the Operations Staff. The final draft will then be approved by the EMC and verified for accuracy.
- E. Public Information will be distributed by the PIO to the representatives of the various media groups assembled in the briefing area. Should any media group not be represented in the briefing area, the PIO may distribute said release by FAX.
- F. Residents within the Borough may contact the regular business telephone for the Police Dispatch, 542-4422, to obtain information and instructions related to the emergency. Calls will be handled by the PIO Staff telephone operators who will manage rumor control as directed by the PIO.
- G. The Emergency Broadcast System will be activated to disseminate emergency information to the residents of Tinton Falls by requesting said activation through the Monmouth County OEM.

VI. RESPONSIBILITIES

- A. The Public Information Officer is responsible for implementing this annex and directing Emergency Public Information emergency response.
- B. The Public Information Officer is the official point of contact during an emergency.
- C. Tinton Falls has no written SOP's for the PIO function.
- D. Tinton Falls has no mutual aid agreements for the PIO function.
- E. The Public Information Officer is responsible for Emergency Public Information guidance materials (pamphlets, magazines, etc.) that are prepared based on hazards affecting the jurisdiction, and arranging for the dissemination of these materials to the media.
- F. The Public Information Officer is responsible for ensuring that Emergency Public Information material for visually-impaired and non-English speaking groups is available for dissemination.

VII. CONTINUITY OF GOVERNMENT FOR EMERGENCY PUBLIC INFORMATION

- A. There is a need for a line of succession for the person responsible for the Emergency Public Information functions in order to ensure continuous leadership, authority and responsibility. The Emergency Management Coordinator and the personnel working within this function will be kept informed of the following line of succession:
 - 1. Public Information Officer
 - 2. Emergency Management Coordinator
 - 3. Mayor
- B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to emergency public information will be forwarded to the Emergency Management Coordinator to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A. The Public Information Officer is responsible for maintenance of all records and reports required for the Emergency Public information functions in an emergency.
- B. The Public Information officer is responsible for records of expenditures for the Emergency Public Information functions in an emergency.
- C. The procedures for obtaining supplies and equipment during an emergency will be in accordance with standing departmental orders as outlined in the Resource Management Annex. The Public Information Officer will coordinate with the Emergency Management Coordinator for all requests for supplies and equipment through mutual aid or from the County Office of Emergency Management.

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The Public Information Officer is responsible for the maintenance of the Emergency Public Information Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved and distributed.
- B. The Public Information Officer is responsible for the review and updating of the Emergency Public Information Annex, SOP's, and attachments based on deficiencies identified through drills, exercises and actual emergencies on an annual basis.

X. DEFINITIONS

A. The following terms and acronyms were used in addition to those defined in the Basic Plan:

Department heads - will include the supervising representatives of all participating agencies, is not limited to those who are paid employees of the Borough (includes Fire Chiefs, EMS Captains)

EPIA-1

MEDIA CONTACTS

A list of media representatives and their contact numbers is kept in the EOC.

LIST OF MEDIA REPRESENTATIVES:

WJLK (The Point) Radio.....732-922-8282 FAX....732-775-7646

WRAT Radio.....732-681-3800 FAX....732-681-9298

WADB Radio.....732-922-8282

WHTG Radio.....732-493-2000

WJRZ Radio..... 732-349-1100

WOBM Radio.....732-269-0977 FAX....732-269-4999

Asbury Park Press.....732-922-6000

The Coaster..... 732-775-3010

New Jersey Network.....800-537-7391

Public Information Network.....Various (KEPT ON FILE IN EOC)

EPIA-2

GENERAL PROCEDURES

PIO General Procedures are documented and kept in the EOC.

EPIA-3

EMERGENCY INFORMATION PACKETS

Emergency Information packets are kept in the EOC.

EPIA-4

RECALL/DUTY ROSTERS

Recall/Duty Rosters for the PIO are kept in the EOC.

EPIA-5

SPECIAL POPULATIONS

Procedures for dealing with special populations are maintained in the EOC.

EPIA-6

LOCAL MEDIA AGREEMENTS

Agreements with local media are kept in the EOC.

EVACUATION ANNEX

BOROUGH OF TINTON FALLS

COUNTY OF MONMOUTH


STATE OF NEW JERSEY

I. INTRODUCTION


A. Statement of approval:

The Evacuation Annex of the Borough of Tinton Falls Emergency Operations Plan meets the approval of the Evacuation Annex Coordinator, Emergency Management Coordinator and the Deputy Coordinator and is hereby approved. This annex supersedes any previously written Emergency Evacuation Annexes.


Approval date: 3/30/10



Gerald M. Turning
Evacuation Annex Coordinator



Cary Costa
Emergency/Management Coordinator



David S. Boehning
Deputy Emergency/Management Coordinator

II. AUTHORITY AND REFERENCES

A. Laws, Ordinances, Regulations, Resolutions and Directives

1. Federal
 - a. As cited in the Basic Plan
2. State
 - a. OEM Directive No. 79, Citizens Duty to Evacuate
3. County
 - a. As cited in the Basic Plan
4. Municipal
 - a. As cited in the Basic Plan

B. References, Guidance Material and Other Documents

1. Federal
 - a. FEMA Disaster Operations Center Handbook, CPG 1-6, 1980.
 - b. FEMA Transportation Planning Guidelines for the Evacuation of Large Populations, CPG 2-15.
2. State
 - a. As cited in the Basic Plan
3. County
 - a. As cited in the Basic Plan
4. Municipal
 - a. As cited in the Basic Plan

III. PURPOSE

- A. The purpose of this Evacuation Annex is to define and to provide guidance for the development and operation of a viable Emergency Evacuation Program during any emergency or disaster and to ensure completion of required emergency actions.

IV. SITUATION

- A. The primary agency for the Evacuation function is the Office of Emergency Management. Support agencies for this function would include the Fire Department, Police Department, First Aid Squads, Public Works Department, Communication Officer, Health Dept. and volunteer organizations as listed in BPA-3.
- B. Potential hazards that are most likely to result in the evacuation of residents would include: hurricanes, severe storms, hazardous materials incidents, and transportation accidents involving hazardous materials on one of the several highways. See EA-11 for more detailed information.
- C. There are approximately 3,000 residents in Tinton Falls that would require transportation in the event of a complete evacuation.
- D. Tinton Falls relies on the volunteer First Aid Squad to provide transportation to evacuees during an evacuation of a smaller area. Should a large area of the Borough require evacuation that could not be handled by the EMS unit alone, Tinton Falls would request buses from the Monmouth County SCAT Program as well as buses from Murphy Bus Service located on Wayside Road. Buses are also available from SeaBrook Village, Kennisngton Court, and the Attria. All Borough vehicles that had not been previously assigned would also supplement the evacuation effort (See EA-5).
- E. Centrally located pick-up points for residents in need of transportation are noted in EA-7 and the accompanying map.
- F. Evacuation routes are noted in EA-1 and the accompanying map.
- G. Should tow trucks be required during an emergency to expedite evacuation functions, the towing service holding the Borough towing contract would provide two or three trucks to move car and trucks as directed by the OEM (See EA-5).
- H. The entire Borough of Tinton Falls is an area associated with a potential blast overpressure of 2.0 PSI in accordance with NAPB-90 (See EA-11).

V. OPERATIONS AND CONTROL

- A. During periods of heightened risks, the following actions will be taken:
 - 1. Direction and control of the Evacuation Group shall be established and shall emanate from the EOC.
 - 2. Evacuation Group personnel will be notified from the recall roster maintained in the EOC which will be updated semi-annually.

3. The Police Coordinator shall see that the shifts of personnel in the Evacuation Group are rotated in 12-hour shifts to ensure 24-hour staffing by qualified personnel.

- B. Methods by which the Evacuation Group will interact with other emergency agencies shall include:
1. The Police Coordinator or his representative shall report to the EOC during an emergency.
 2. The Evacuation Group will report appropriate information to the EOC via radio through the Communications Officer.
- C. The Emergency Management Coordinator will order full or partial evacuations. This order will be made after meeting with representatives of the agencies to be involved. Partial evacuations, being the evacuation of 500 residents or less, will be coordinated by the OEM using Police, Fire and First Aid resources from within the Borough. For this type of evacuation, the EOC may not be activated, OEMC may operate from a mobile Command Post. Large scale evacuations will be directed from the EOC with full staffing.
- D. During an evacuation of a smaller, centralized area, residents will be transported by ambulance to the designated shelter areas. Fire and First Aid personnel will be notified by radio paging devices to respond to their building for assignments, each squad will be directed by their superior officers and coordinated by the OEMC. Large scale evacuation requiring larger modes of transportation may require the use of Borough vehicles and buses. Buses will be requested from Monmouth County SCAT, or from Murphy Bus Service located on Wayside Road, Seabrook V., Kensington Court, and Attria.
- E. In a small scale evacuation, the population to be evacuated will be notified by public address systems on our emergency vehicles as well as radio broadcasts on WJLK and WADB. If there is advanced notice of an evacuation, the OEM will design informational handouts to be distributed by volunteers prior to the incident. In large scale evacuations, the population will be notified by initiating the EBS through the Monmouth County OEM, as well as public address systems.
- F. Emergency vehicles with minor mechanical problems during an emergency will be repaired by the Tinton Falls DPW, Maintenance of Motor Vehicles Division. Those with major problems will be secured and abandoned until it is safe to repair. Private vehicles with mechanical problems during an evacuation will be secured and abandoned until it is safe to return. Should any vehicle experience mechanical problems affecting an evacuation route, said vehicle will be removed by an emergency vehicle or by the Borough tow truck on duty.

VI. RESPONSIBILITIES

- A. The Police Coordinator is responsible for implementing this annex and directing the Emergency operations Center emergency response.

- B. There are no written SOP's that address how the Evacuation function will accomplish their emergency response.
- C. Tinton Falls has no mutual aid agreements for the Emergency Evacuation function.
- D. The Police Coordinator is responsible for the relocation of essential resources, personnel, supplies and equipment to the reception area.
- E. The Police Coordinator is responsible for the coordination of all public transportation resources planned for use in the evacuation.
- F. The Police Coordinator is responsible for movement control guidance, in time of increased threat of nuclear attack, that details the population at risk, evacuation routes, zones, alerting/warning of the public, identifies reception areas and routes for return to addresses, outlines transportation for essential workers to commute to hazardous areas, and re-entry into the hazard area.
- G. The Police Coordinator is responsible for evacuees receiving instructional materials showing evacuation zones, routes, reception areas, lodging, food service and medical clinics.

VII. CONTINUITY OF GOVERNMENT FOR EMERGENCY OPERATIONS CENTER

- A. There is a need for a line of succession for the person responsible for the evacuation functions in order to ensure continuous leadership, authority and responsibility. The Emergency Management Coordinator and the personnel working within this function will be kept informed of the following line of succession:
 - 1. Police Coordinator
 - 2. EMS Coordinator
 - 3. Fire Coordinator
- B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to evacuation will be forwarded to the Emergency Management Coordinator to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A. The Police Coordinator is responsible for maintenance of all records and reports required for the emergency evacuation functions in an emergency.
- B. The Police Coordinator is responsible for records of expenditures for the emergency evacuation functions in an emergency.

- C. The procedures for obtaining supplies and equipment during an emergency will be in accordance with standing departmental orders as outlined in the Resource Management Annex. The Police Coordinator will coordinate with the Emergency Management Coordinator for all requests for supplies and equipment through mutual aid or from the County Office Emergency Management.

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The Police Coordinator is responsible for the maintenance of the Evacuation Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved and distributed.
- B. The Police Coordinator is responsible for reviewing and updating the Evacuation Annex, SOP's, and attachments based on, deficiencies identified through drills, exercises and actual emergencies on an annual basis.

X. DEFINITIONS

- A. There are no terms or acronyms used in this annex in addition to those defined in the Basic Plan.

EA-1

EVACUATION ROUTE LISTS AND MAPS

Evacuation route lists and maps are maintained in the EOC.

EA-2

Evacuation Procedures (SOP's)

There are no written Evacuation Procedures (SOP's) that address how the Evacuation function will accomplish an emergency response at the present time.

EA-3

RECALL/DUTY ROSTERS

Recall/Duty Rosters to accomplish the evacuation functions will be maintained in the EOC.

EA-4

MUTUAL AID AGREEMENTS

Tinton Falls has no Mutual Aid Agreements for the Emergency Evacuation function.

EA-5

TRANSPORTATION RESOURCE LISTS

Transportation resource lists will be maintained in the EOC.

EA-6

RECEPTION AREAS MAPS

Reception Areas Maps will be maintained in the EOC

EA-7

STAGING AREA MAPS

Staging Area Maps will be maintained in the EOC.

EA-8

SPECIAL INTEREST GROUP EVALUATION

Special Interest Group Evaluation documents will be maintained in the EOC.

SUPPLIES AND EQUIPMENT LISTS

Supplies and Equipment Lists will be maintained in the EOC.

EA-10

INFORMATION PACKETS

Information Packets will be maintained in the EOC.

EA-11

POPULATION AT RISK/IDENTIFIED HAZARD AREAS

Population at Risk/Identified Hazard Areas documents will be maintained in the EOC.

FIRE AND RESCUE ANNEX

BOROUGH OF TINTON FALLS

COUNTY OF MONMOUTH

STATE OF NEW JERSEY

I. INTRODUCTION

A. Statement of approval

The Fire and Rescue Annex of the Borough of Tinton Falls Emergency Operations Plan meets the approval of the Emergency Management Coordinator and the Fire Coordinator and is hereby approved. This annex supersedes any previously written Emergency Fire and Rescue Annexes.

Approval date: 3/25/10



James Worrell
Fire Annex Coordinator




Cary Costa
Emergency Management Coordinator



David S. Boehning
Deputy Emergency Management Coordinator

The below listed Chief Officers of the Borough of Tinton Falls fire and rescue service organizations have reviewed this Emergency Operations Plan Annex and have been issued a copy thereof. By signing below I certify that I recognize that the Emergency Operations Plan is the legal authoritative document for emergency operations in the Borough of Tinton Falls.



William Furman
Fire Chief, Tinton Falls Fire Company No. 1

4/06/2010
Date



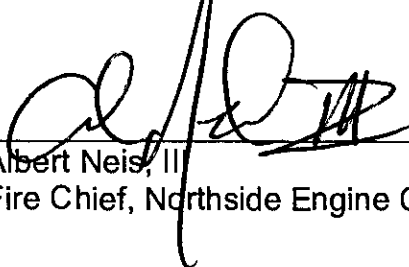
Robert Buch
Fire Chief, Wayside Fire Company No. 2

4-13-10
Date



Robert Phillips
Fire Chief, Pine Brook Fire Company No. 3

4/6/2010
Date



Albert Neis, III
Fire Chief, Northside Engine Company No. 4

4/5/10
Date

II. AUTHORITY AND REFERENCES

A. Laws, Ordinances, Regulations, Resolutions, and Directives

1. Federal
 - a. As cited in the Basic Plan
2. State
 - a. OEM Directive No. 33, Procedures in Requesting Aid as a Result of Fires
 - b. N.J.S.A. 40A:14-7 Creation and Establishment of Fire Departments and Forces
 - c. N.J.S.A. 52:27D-192 Uniform Fire Safety Act
3. County
 - a. As cited in the Basic Plan
4. Municipal
 - a. As cited in the Basic Plan
 - b. Borough of Tinton Falls Fire Prevention Ordinance

B. References, Guidance Material and Other Documents

1. Federal
 - a. FEMA Disaster Operations, CPG 1-6, 1980
 - b. National Fire Protection Handbook
 - c. National Fire Protection Association Standards
2. State
 - a. N.J.A.C. 5:70 Uniform Fire Code
 - b. N.J.A.C. 5:71 Fire Code Enforcement
 - c. N.J.A.C. 5:72 High Level Alarms
 - d. N.J.A.C. 5:73 Standards for Fire Service Training and Certification
 - e. N.J.A.C. 5:75 Fire Service Incident Management System
 - f. N.J.A.C. 5:75A Fire Service Emergency Deployment

3. County
 - a. As cited in the Basic Plan
 - b. Monmouth County Fire Marshal's Reference Material
4. Municipal
 - a. Standard Operating Procedures or Guidelines of Tinton Falls District #1 and/or Waside Fire Company No. 2 and Pine Brook Fire Company No. 3.
 - b. Standard Operating Procedures or Guidelines of Tinton Falls District #2 and/or Tinton Falls Fire Company No. 1 and Northside Engine Company No. 4.

III. PURPOSE

- A. The purpose of this Fire and Rescue Annex is to define and to provide guidance for the development and operation of a viable Fire and Rescue Program during any emergency or disaster situation and to ensure the completion of required emergency actions.

IV. SITUATION

- A. There are two separate Fire Districts in the Borough of Tinton Falls.

1. Fire District #1 which includes;
 - a. Waside Fire Company No. 2
 - b. Pine Brook Fire Company No. 3
2. Fire District #2 which includes;
 - a. Tinton Falls Fire Company No. 1
 - b. Northside Engine Company No. 4.

- B. There are four fire stations in Tinton Falls:

1. The names and locations are:
 - a. Wayside Fire Company – 1 Volunteer Way
 - c. Pinebrook Fire Company - 70 Hamilton Road
 - d. Tinton Falls Fire Company - 695 Tinton Avenue
 - e. Northside Fire Company - 35 Springdale Avenue

2. Tinton Falls has no full-time paid firefighters. However, Tinton Falls maintains two full-time paid Fire Prevention Officers that are employed with the Borough's Fire Marshal's Office / Fire Prevention Bureau. There are approximately 150 active volunteer firefighters in Tinton Falls (See FRA-3).
3. A listing of the motorized fire apparatus currently possessed by Tinton Falls is located in FRA-4.
4. Significant fire hazards in Tinton Falls include;
 - a. Propane Equipment, 11 Apple Street
 - b. The Monmouth County Landfill,
 - c. Seabrook Village,
 - d. Sun Rise Suites,
 - e. Red Roof Inn, Holiday Inn,
 - f. Courtyard Marriott,
 - g. Marriott Residence Inn,
 - h. Four Public Schools,
 - i. Vocational School,
 - j. Three Private Schools,
 - k. Two Day Care Facilities (See HMA-1-2)
 - l. Three Wood recycling facilities
 - m. Various woodlands

C. The primary Dispatch Center for fire service in Tinton Falls is the Monmouth County Communications Dispatch Center.

D. Attachment FRA-5 lists the communications abilities of the fire services within Tinton Falls.

E. Each Tinton Falls pumper carries foam (See FRA-4).

V. OPERATIONS AND CONTROL

A. Fire and Rescue actions to be taken during periods of heightened risks include:

1. Fire and rescue direction and control will emanate from the Monmouth County Communications Center until transferred to the EOC.
2. The Fire Coordinator shall maintain and update recall rosters for the Fire and Rescue Group. Said rosters will be maintained in the EOC and updated semi-annually.
3. The Fire Coordinator will rotate staffing of the EOC in 12 hour shifts to ensure qualified staffing on a 24-hour basis.

- B. The Fire and Rescue Group interacts with other emergency groups during an emergency as follows:
 - 1. The Fire Coordinator will respond to the EOC during an emergency.
 - 2. The Field Officer In Charge will report appropriate information to the Fire Coordinator in the EOC via radio and telephone through the Communications Officer.
 - 3. All Tinton Falls fire companies utilize ICS / NIMS in commanding an incident.
- C. Fire and Rescue personnel are dispatched via a radio paging system by the Monmouth County Police Department Dispatcher. Additional manpower is requested in the same manner. Each company has a separate tone activation which will be followed by a voice message.
- D. During a major fire for which more than one Fire District is involved, the Officer in Charge would command the fire grounds and the Fire Coordinator would coordinate all requests from the Officer in charge.
 - 1. The Incident Commander will retain control of the fire and rescue scene.
 - 2. Incoming fire units from mutual aid companies shall have their highest ranking officer report to the Command Post.
 - 3. All fire units shall report to the staging area unless directed otherwise by the Command Post.
 - 4. These procedures shall also apply to Hazardous Materials incidents with fire and rescue or possible fire and rescue involvement, which will result in a Unified Command Structure with the Fire Chief and the Tinton Falls Emergency Management Coordinator.
- E. The Fire District SOP's outline the procedure for the rescue of injured people during an emergency. All rescues during an emergency will be coordinated by the Fire Coordinator.

VI. RESPONSIBILITIES

- A. The Fire Coordinator is responsible for implementing this annex and directing the Fire and Rescue emergency response.
- B. Standard Operating Procedures / Guidelines for the Tinton Falls Fire Services are maintained in the EOC.

- C. Tinton Falls has written Mutual Aid Agreements for fire protection as listed in FRA-1.
- D. The Fire Coordinator is responsible for fire protection in emergency shelters. The Fire Prevention Officers will be responsible for fire inspections of emergency shelters.
- E. Detailed support assignments for Fire and Rescue services are specified in other annexes such as Evacuation, Alerting and Warning, Hazardous Materials, etc. (See BPA-3).

VII. CONTINUITY OF GOVERNMENT FOR FIRE AND RESCUE

- A. There is a need for a line of succession for the person responsible for the Fire and Rescue functions in order to ensure continuous leadership, authority and responsibility. The Emergency Management Coordinator and the personnel working within these functions will be kept informed of the following line of succession:
 - 1. Fire Coordinator
 - 2. District Fire Chiefs
 - 3. Fire Prevention Official
- B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to Fire and Rescue will be forwarded to the Emergency Management Coordinator to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A. The Fire Coordinator is responsible for maintenance of all records and reports required for the Fire and Rescue functions in an emergency.
- B. The Fire Coordinator is responsible for records of expenditures for the Fire and Rescue functions in an emergency.
- C. The procedures for obtaining supplies and equipment during an emergency will be in accordance with standing departmental orders as outlined in the Research Management Annex and in the department SOP's.
- D. The Fire Coordinator will coordinate with the Emergency Management Coordinator for all requests for supplies and equipment through mutual aid or from the County Office of Emergency Management.

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The Fire Coordinator is responsible for the maintenance of the Fire and Rescue Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved and distributed.
- B. The Fire Coordinator is responsible for reviewing and updating the Fire and Rescue Annex, SOP's and attachments based on deficiencies identified through drills, exercises and actual emergencies on an annual basis.

X. DEFINITIONS

- A. There are no terms or acronyms used in this annex which are in addition to those defined in the Basic Plan.

FRA-1

MUTUAL AID AGREEMENTS

Fire Mutual Aid Agreements with all contiguous municipalities are maintained in the EOC.

Tinton Falls has written Mutual Aid Agreements for mutual aid fire protection with the following municipalities:

- | | |
|-----------------------------|-----------------------------|
| Allenhurst | Monmouth Park |
| Asbury Park | Naval Weapons Station Earle |
| Atlantic Highlands | Neptune |
| Eatontown | Oakhurst |
| Fair Haven | Oceanport |
| Fort Monmouth | Red Bank |
| Glendola | Rumson |
| Highlands | Sea Bright |
| Little Silver | Shrewsbury |
| Long Branch | South Wall |
| Middletown | Wanamassa |
| Monmouth Beach | West Belmar |
| Monmouth County Fire Police | West Long Branch |

HAZARDOUS MATERIALS ANNEX

BOROUGH OF TINTON FALLS

COUNTY OF MONMOUTH

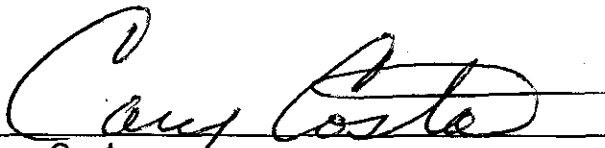
STATE OF NEW JERSEY

I. INTRODUCTION

A. Statement of approval:

The Hazardous Materials Annex of the Borough of Tinton Falls Emergency Operations Plan meets with the approval of the Emergency Management Coordinator and is hereby approved. This Annex supersedes any previously written Hazardous Material Annexes.

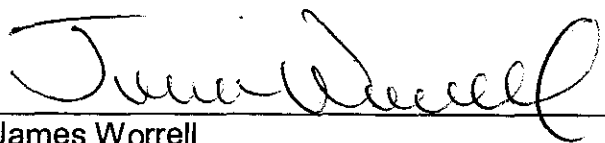
Approval date: 3/25/10



Cary Costa
Emergency Management Coordinator



David S. Boehning
Deputy Emergency Management Coordinator



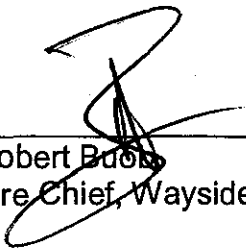
James Worrell
Fire Annex Coordinator

The below listed Chief Officers of the Borough of Tinton Falls fire and rescue service organizations, as the primary response agency for hazardous material incidents within the municipality, have reviewed this Emergency Operations Plan Annex and have been issued a copy thereof. By signing below I certify that I recognize that the Emergency Operations Plan is the legal authoritative document for emergency operations in the Borough of Tinton Falls.



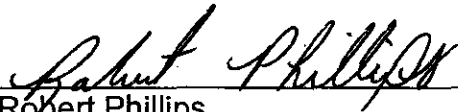
William Furman
Fire Chief, Tinton Falls Fire Company No. 1

4/06/2010
Date



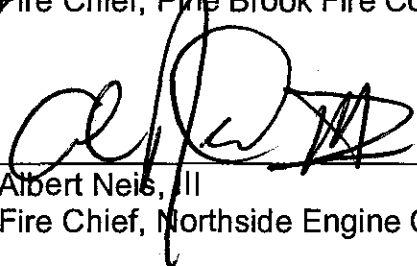
Robert Buehler
Fire Chief, Wayside Fire Company No. 2

4-15-10
Date



Robert Phillips
Fire Chief, Pine Brook Fire Company No. 3

4-6-2010
Date



Albert Neis, II
Fire Chief, Northside Engine Company No. 4

4/3/10
Date

II. AUTHORITIES AND REFERENCES

A. Laws, Ordinances, Regulations, Resolutions, and Directives

1. Federal
 - a. Emergency Planning and Community Right-to-Know Act of 1986, PL 99-499 (SARA Title III).
2. State
 - a. N.J.S.A. 13:1K-16 & 17, Notification of the NJDEP Hotline
 - b. N.J.S.A. 26:3A2-21, County Environmental Health Act
 - c. Other state statutes and directives as listed in "New Jersey laws Applicable to Hazardous Materials Response and Planning", NJOEM.
3. County
 - a. As cited in the Basic Plan
4. Municipal
 - a. As cited in the Basic Plan

B. References, Guidance Material and Other Documents

1. Federal
 - a. Hazardous Materials Emergency Planning Guide, NRT-1, NRC.
 - b. Emergency Response Guidebook, USDOT.
 - c. Chemical Hazards Response Information System (CHRIS) manuals, USDOT/USCG.
 - d. NIOSH Pocket Guide to Chemical Hazards, US Department of Health and Human Services.
2. State
 - a. NJ Hazardous Materials Emergency Response Course, NJOEM.
 - b. NJ Hazardous Substance Fact Sheets, NJDOH.
 - c. Standardized Hazardous Materials Training Comes to New Jersey, NJOEM.
 - d. Guidelines for Public Evacuation, NJOEM.
 - e. Preparing a Traffic Diversion Capability, NJOEM.
 - f. Emergency Response Reference Guide for Chemical Handling Facilities, NJOEM.

3. County
 - a. As cited in the Basic Plan
4. Municipal
 - a. As cited in the Basic Plan
5. Other
 - a. Emergency Handling of Hazardous Materials in Surface Transportation, Association of American Railroads.
 - b. Hawley's Condensed Chemical Dictionary, revised by Sax and Lewis.

III. PURPOSE

- A. The purpose of the Hazardous Materials Annex is to define and to provide guidance for the development and operation of a viable Hazardous Materials Program during any emergency or disaster situation and to ensure completion of required emergency actions.

IV. SITUATION

- A. The Fire Service of the Borough of Tinton Falls is the primary response agency for hazardous materials incidents in Tinton Falls. Agencies that support this response include the Tinton Falls Office of Emergency Management, Police Department, Emergency Medical Services and the Department of Public Works.
- B. Tinton Falls is under contract with the Monmouth County Health Department as part of the New Jersey County Environmental Health Act. The Monmouth County Health Department employs the Monmouth County Hazardous Materials Unit. The Monmouth County Hazardous Materials Unit will be notified of every HazMat incident within the Borough of Tinton Falls. The Monmouth County Hazardous Materials Unit is the lead agency in the Monmouth County HazMat Task Force comprised of the following Hazardous Materials Response Teams:

Fort Monmouth Fire Department
Howell Township OEM
Middletown Fire Dept. Special Services Unit
Monmouth County Hazardous Materials Unit
Neptune Township OEM
Naval Weapons Station Earl Fire Department
Southard Fire Department

- C. Based on available information, below are specific hazardous material threats to Tinton Falls:
 1. New Jersey American Water Company (Chlorine)
Monmouth County Landfill

2. Highways 18, 33, 35, 66, and the Garden State Parkway
Navel Weapons Station Earle Railroad
Conrail Railroad
Assorted chemicals and hazardous materials are transported throughout the Borough of Tinton Falls in various container types.
3. There are no central ports, transfer stations or storage yards used for shipping or receiving bulk chemicals in Tinton Falls.

V. OPERATIONS AND CONTROL

A. Heightened Risk Actions

1. The Tinton Falls Dispatcher normally receives initial notification of a hazardous materials incident, if there is a fire or threat thereof due to the incident, initial notifications will be as follows:
 - a. Fire Department
First Aid
Monmouth County Hazardous Materials Unit
 - b. Police
Tinton Falls Emergency Management

If there is no fire involvement or threat thereof, initial notifications will be as follows:

- a. Fire Department
Monmouth County Hazardous Materials Unit
 - b. Police
Tinton Falls Emergency Management
2. The first arriving unit will assess the situation before approaching in an "Awareness Level" technique. This unit will report findings to responding units to ensure safety. This unit will confirm that a HazMat incident exists and have the Monmouth County Hazardous Materials Unit notified. This unit will also notify Emergency Management of findings, so OEM may make secondary notifications, as needed.
 3. The Fire Department will be the lead agency at any hazardous material incident. The Fire Department shall notify the Monmouth County Hazardous Materials Unit for response to all HazMat incidents. The Fire Department may also have one of the accredited HazMat Response teams from the Monmouth County HazMat Task Force, in which they have a mutual aid agreement, respond to the incident. The Fire Department and all mutual aid responders shall follow ICS / NIMS at any HazMat incident. For fire related incidents, the Fire Chief or designee will be the Incident Commander, as provided by New Jersey Statute, and the OEMC will fill the Hazardous Materials Branch Director position.

4. According to the Tinton Falls Police Department General Order 5.05.02 (Hazardous Materials Incidents) and NFPA Standard 471 emergency responders are to utilize a system for classifying incidents. As outlined in the New Jersey Hazardous Materials Emergency Response Course, this classification scheme is broken down into three categories which are based on the three levels of response function.

Level I incidents involve minor situations requiring only defensive actions.

Level II incidents often require only defensive actions but may involve some offensive response.

Level III incidents require more involved defensive and offensive actions, and will most likely involve considerations such as public exposure and/or evacuation (see HMA-4).

5. To activate a multi-agency response to a hazardous material situation, the Police Dispatcher will contact the Office of Emergency Management, Fire Department and Emergency Medical Services via radio or cellular telephone. Outside agencies will be requested by the OEMS via County radio and/or telephone.
6. It is impossible to predict the proper response to all hazardous material incidents in advance of an actual occurrence. In most cases, however, the response will be directed through a Command Post operation. For situations requiring large scale evacuation and multi agency coordination the EOC will also be activated. This decision will be made by the Incident Commander in consultation with the Emergency Management Coordinator, if he is not the Incident Commander and any department heads present on-scene. In either case, the Command Post operation will remain as the primary point for direction and control.
7. As required by OSHA Law 29-CFR-1910.120, the Incident Command System (ICS) and the National Incident Management System (NIMS) is used for directing the response phase to hazardous materials emergencies. There are five functional areas under the ICS, including Command, Planning, Operations, Logistics and Finance. Depending on the severity of the situation, the Incident Commander may delegate the responsibility for the remaining four functions of the ICS / NIMS to the appropriate department heads on-scene. These Subcommanders will report directly to the Incident Commander and will be in command of each of their delegated functions. An expanded description of the five functional areas of the ICS / NIMS is provided in HMA-4. All Tinton falls OEM operations are ICS / NIMS compliant and all OEM Responders are trained in accordance with HSPD-50.
8. The Monmouth County Health Department's Monmouth County Hazardous Materials Unit or the Monmouth County HazMat Task force provides offensive actions in hazardous materials situations. Should the situation warrant, NJDEP, or a private contractor may be requested.

- B. The following table is to be used as a planning tool to provide emergency responders with an idea of how long it will take to muster the necessary support for hazardous materials response:

RESPONDING AGENCY	NORMAL CONDITIONS	SEVERE CONDITIONS
Police Department	2 - 3 Minutes	4 - 5 Minutes
Fire Department	3 - 5 Minutes	5 - 7 Minutes
EMS	3 - 5 Minutes	5 - 7 Minutes
OEM	3 - 5 Minutes	5 - 7 Minutes
MCHD Hazardous Materials Unit	15 - 30 Minutes	30 - 60 Minutes
Public Works	20 - 45 Minutes	30 - 60 Minutes
Fort Monmouth FD HZMT	20 - 45 Minutes	30 - 60 Minutes
County OEM	15 - 30 Minutes	30 - 60 Minutes
NJDEP	30 - 90 Minutes	90 - 240 Minutes
NJOEM	15 - 30 Minutes	30 - 60 Minutes
USEPA	30 - 90 Minutes	90 - 240 Minutes
US Coast Guard	15 - 30 Minutes	30 - 90 Minutes
NJSP Marine Division	20 - 45 Minutes	45 - 90 Minutes
Private Contractors	45 - 120 Minutes	120 - 360 Minutes
TNSA	15 - 45 Minutes	45 - 120 Minutes

As indicated on the above chart, it is important for the first responders to be aware that there may be a substantial time lag before assistance from the Monmouth County Hazardous Materials Unit may arrive to perform advanced or offensive response actions. Procedures will be implemented to notify and activate these agencies as soon as it is determined that their assistance will be needed.

- C. Communications with the Hazardous Materials Team will be similar to regular protocol. When outside agencies are requested, County frequencies will be used.
- D. The Tinton Falls Office of Emergency Management will ensure that proper notifications and responses are requested by the responsible party in all hazardous materials situations. In some cases, the OEM will make said notifications to expedite response. TFOEM will supervise all hazardous material clean-up, operations to ensure legality. In certain situations, TFOEM may be overruled by NJDEP or USEPA.

VI. RESPONSIBILITIES

- A. The Emergency Management Coordinator is responsible for implementing this annex. The Incident Commander will be designated from the lead agency involved in the hazardous material scene and will be responsible for directing the hazardous materials emergency response with the assistance of the Emergency Management Coordinator.
- B. General Order 5.05.2 addresses how the hazardous materials functions will be accomplished.

- B. The following table is to be used as a planning tool to provide emergency responders with an idea of how long it will take to muster the necessary support for hazardous materials response:

RESPONDING AGENCY	NORMAL CONDITIONS	SEVERE CONDITIONS
Police Department	2 - 3 Minutes	4 - 5 Minutes
Fire Department	3 - 5 Minutes	5 - 7 Minutes
EMS	3 - 5 Minutes	5 - 7 Minutes
OEM	3 - 5 Minutes	5 - 7 Minutes
MCHD Hazardous Materials Unit	15 - 30 Minutes	30 - 60 Minutes
Public Works	20 - 45 Minutes	30 - 60 Minutes
Fort Monmouth FD HZMT	20 - 45 Minutes	30 - 60 Minutes
County OEM	15 - 30 Minutes	30 - 60 Minutes
NJDEP	30 - 90 Minutes	90 - 240 Minutes
NJOEM	15 - 30 Minutes	30 - 60 Minutes
USEPA	30 - 90 Minutes	90 - 240 Minutes
US Coast Guard	15 - 30 Minutes	30 - 90 Minutes
NJSP Marine Division	20 - 45 Minutes	45 - 90 Minutes
Private Contractors	45 - 120 Minutes	120 - 360 Minutes
TNSA	15 - 45 Minutes	45 - 120 Minutes

As indicated on the above chart, it is important for the first responders to be aware that there may be a substantial time lag before assistance from the Monmouth County Hazardous Materials Unit may arrive to perform advanced or offensive response actions. Procedures will be implemented to notify and activate these agencies as soon as it is determined that their assistance will be needed.

- C. Communications with the Hazardous Materials Team will be similar to regular protocol. When outside agencies are requested, County frequencies will be used.
- D. The Tinton Falls Office of Emergency Management will ensure that proper notifications and responses are requested by the responsible party in all hazardous materials situations. In some cases, the OEM will make said notifications to expedite response. TFOEM will supervise all hazardous material clean-up, operations to ensure legality. In certain situations, TFOEM may be overruled by NJDEP or USEPA.

VI. RESPONSIBILITIES

- A. The Emergency Management Coordinator is responsible for implementing this annex. The Incident Commander will be designated from the lead agency involved in the hazardous material scene and will be responsible for directing the hazardous materials emergency response with the assistance of the Emergency Management Coordinator.
- B. General Order 5.05.2 addresses how the hazardous materials functions will be accomplished.

C. Agreements for the hazardous materials function are as follows:

1. Monmouth County Health Department, Hazardous Materials Unit
2. Any written mutual aid agreement between Fire Department and an accredited HazMat Response teams from the Monmouth County HazMat Task Force

Further details on these agreements are provided in HMA-6.

- D. The Deputy Emergency Management Coordinator will oversee the training of personnel in the Hazardous Materials function. The Office of Emergency Management offer Hazmat Materials training to all Borough of Tinton Falls Emergency Response agencies. Records of such training will be shared with the Borough's emergency services agencies. Each agency is ultimately responsible for their own records. (See HMA-7).
- E. If it is determined that, due to incident conditions it is possible that emergency responders may be exposed to a hazardous substance, the Incident Commander will ensure that self-contained breathing apparatuses are worn. If the Incident commander appoints a safety Officer, it will be the responsibility of this officer to ensure that responders are outfitted with protective gear rated to the level of the incident.
- F. The Incident Commander will ensure that personal protective equipment (PPE) will be worn only by trained, qualified emergency responders and will be done in accordance with OSHA Law and established procedures.
- G. For incidents requiring the establishment of site control measures, the Incident Commander will limit and control the number of responders entering the "hot zone."
- H. If a Hazardous Materials Response Team is undertaking offensive actions in order to mitigate an incident, the Incident Commander will assure that the responders follow the "buddy system" by working in groups of two or more.
- I. The jurisdictional EMS will provide basic life support services as required. MONOC Mobile Intensive Care Unit from the Jersey Shore Medical Center, Riverview Hospital, or Monmouth Medical Center will provide advanced life support services as required.
- J. The Fire Coordinator will be responsible for coordinating safety monitoring and decontamination as required.
- K. Arrangements have been made with Jersey Shore Medical Center, Riverview Hospital and Monmouth Medical Center for receiving and treating citizens and/or emergency responders injured and/or contaminated as a result of a hazardous materials incident.

- L. The Police Department and Fire Department will be responsible for maintaining safety zones. The Police Department will provide site security and traffic control. The Emergency Medical Services will be responsible for providing places of refuge for both emergency workers and the public.
- M. The Office of Emergency Management will be responsible for providing and maintaining exposure records for responders. At this time, Tinton Falls has no personnel trained as "team" members or specialists, however, any responder exhibiting symptoms of overexposure shall receive immediate medical attention and follow-up medical surveillance.
- N. Individual departments will be responsible for the maintenance and calibration of response equipment according to established procedures which follow manufacturers and NFPA recommended practices.
- O. The Emergency Management Coordinator will be responsible for establishing and coordinating a Hazardous Materials Public Information and Education Program. All information which must be made available to the public will be on file at the Tinton Falls Municipal Building.

VII. CONTINUITY OF GOVERNMENT FOR HAZARDOUS MATERIALS

- A. There is a need for a line of succession for the person responsible for hazardous materials response functions in order to ensure continuous leadership, authority and responsibility. This procedure will be consistent with the structure to be used under the Incident Command System. Therefore, even though individual lines of succession exist for each department, a separate line of succession for hazardous materials response will also be established. The Emergency Management Coordinator and the personnel working within this function will be kept informed of the following line of succession:
 - 1. Emergency Management Coordinator
 - 2. Deputy Coordinator
 - 3. Fire Coordinator
 - 3. Police Coordinator or EMS Coordinator
- B. Essential records And logs will be protected and preserved in accordance with standing departmental orders. Copies of records and logs pertaining to hazardous materials emergency operations will be forwarded to the Emergency Management Coordinator to ensure that a complete record of the hazardous materials incident response is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A. The Emergency Management Coordinator is responsible for the maintenance of all records and reports required for the hazardous materials functions in an emergency. In addition, current files will be maintained on all Right-to-Know, SARA, and TCPA facilities in this jurisdiction. Emergency Response Reference Guides will be kept in each emergency vehicle and in the EOC for use during emergencies.

- B. The Emergency Management Coordinator is responsible for records of expenditures for the hazardous materials functions in an emergency. Accurate record keeping is of paramount importance if any future claims are made against a responsible party. This activity will be coordinated with the NJDEP regional responder in accordance with established procedures.
- C. The procedures for obtaining supplies and equipment during an emergency will begin accordance with the Resource Management Annex. The Emergency Management Coordinator will coordinate all requests for supplies and equipment through agreements with jurisdictions, industry, or from the County Office of Emergency Management (See HMA-5, HMA-6 and RMA-8).

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The Emergency Management Coordinator is responsible for the maintenance of the Hazardous Materials Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved and distributed to all agencies participating in hazardous materials planning and response.
- B. The Emergency Management Coordinator is responsible for the review and updating of the Hazardous Materials Annex, SOP's and attachments based on changes or additions to existing hazardous materials laws or directives, and deficiencies identified through drills, exercises and actual emergencies on an annual basis. It is important to that exercising of the EOP is also required by SARA Title III, Section 303.

X. DEFINITIONS

The following terms, and acronyms were used in addition to those defined in the Basic Plan:

Fire Department	District Fire Company haveing Primary Response Juristiction
MCHD	Monmouth County Health Department
NJCEHA	N.J. County Environmental Health Act
ICS	Incident Command System
NIMS	National Incident Management System
NFPA	National Fire Protection Association
NIOSH	National Institute for Occupational Safety and Health
NJDEP	N.J. Department of Environmental Protection
NJDOH	N.J. Department of Health
NRC	National Response Center
OEMC	Office of Emergency Management Coordinator
OSHA	U.S. Occupational Safety and Health Administration
PPE	Personal Protective Equipment
RTK	Right-to-Know
SARA	U.S. Superfund Amendments and Reauthorization Act
SCBA	Self Contained Breathing Apparatus
TCPA	N.J. Toxic Catastrophe Prevention Act
USCG	U.S. coast Guard
USDOT	U.S. Department of Transportation
USEPA	U.S. Environmental Protection Agency

HMA-1

LIST OF TCPA, SARA & R-T-K FACILITIES

The facilities subject to SARA Toxic Catastrophe Prevention Act (TCPA) or N.J. Right to Know (RTK) Regulations which pose a threat to Tinton Falls

1. New Jersey American Water, Company, Swimming River Road, Middletown, NJ. Emergency notification office 661 Shrewsbury Avenue, Shrewsbury, N.J.
Contact Person: Kevin Kirwan, Operations Manager
Office: 933-5902 Pager: 897-2010
Home: 530-8715 Cell Phone: (908)216-3908

or call Plant Operator at 842-8460

2. Monmouth County Reclamation Center, Asbury Avenue, Tinton Falls, N. J.
Contact Person: William Murray, Superintendent Office: 922-8686

As of this time there are no Emergency Response Reference Guides prepared for these facilities.

R-T-K LIST ON FILE IN EOC

HMA-2

HAZMAT FACILITIES LOCATION, TRANSPORTATION AND VULNERABILITY MAP

As indicated in HMA-1 the facilities subject to SARA Toxic Catastrophe Prevention Act (TCPA) or N.J. Right to Know (RTK) Regulations which pose a threat to Tinton Falls.

1. New Jersey American Water Company
2. Monmouth County Reclamation Center

As indicated in HMA-1 the routes used to transport hazardous materials within Tinton Falls are illustrated in the maps on file in EOC.

1. State Highway Rt. 18.
2. State Highway Rt. 33
3. State Highway Rt. 35
4. State Highway Rt. 66
5. Garden State Parkway
6. Navy Weapons Station Earle Railroad
7. Conrail Railroad.

Maps Kept on file in EOC.

HMA-3

HAZMAT EVACUATION AND TRAFFIC MAP

There are no special evacuation or traffic rerouting procedures beyond those within the scope of the Evacuation Annex.

HMA-4

HAZARD MATERIALS RESPONSE SOG

SOG #1 HAZMAT EMERGENCY RESPONSE REPORTED HAZARDOUS MATERIALS INCIDENT WITH FIRE

GENERAL

1. Dispatcher is to dispatch a police car and the area fire company and advise them of the hazardous materials situation.
2. The initial responder will confirm the involvement of hazardous materials and try to gather information on the involved material without endangering his/her life or safety.
3. If the condition is unknown or appears potentially hazardous, the first responder will notify the dispatcher of the condition and then begin to establish a perimeter of safety.

FIRE RESPONSE PROCEDURE

1. The dispatcher is to notify the chief of the responding fire company of the involvement of hazardous materials, give the location, type of incident and, if known, the materials involved.
2. The dispatcher is to notify the EMC and the Borough Health officer and give them the same information as was given to the Fire Chief.
3. Upon arrival at the scene the ranking Police, Fire, First Aid and Health Officers will establish a command post a safe distance from the incident and will attempt to, identify the commodity involved.
4. Fire personnel are to remain with the apparatus and are not to approach the incident unless directed to do so by the command post. All personnel must wear full protective equipment and SCBA in the incident area. No personnel are to eat, drink, or smoke within the incident area.
5. If mutual aid is requested, Monmouth County EOC is to be notified and the mobile communications van is to be requested.

POLICE PATROL RESPONSE

1. Park patrol vehicle a safe distance from the incident. When possible, park upwind and upgrade from the scene. Avoid breathing the vapors and do not walk through spilled material.

HMA-4

HAZARD MATERIALS RESPONSE SOG (Continued)

2. Cordon off the area to motor vehicle traffic and pedestrian travel. Have the dispatcher notify the area Fire Chief, First Aid Captain, the EMC and the Health officer.
3. Notify headquarters of the substance involved, if the material can be identified from a safe distance.
4. If necessary, evacuate the area, starting with those people who are in the greatest danger.

FIRST AID RESPONSE

1. The dispatcher is to notify the captain of the first aid squad of the Involvement of hazardous materials, giving the location, type of incident and the type of material involved if known.
2. The ranking officer responding to the scene is to report to the command post upon arrival.
3. First aid personnel are to remain with the apparatus and are not to approach the incident unless directed to do so by the command post. All personnel must wear full protective equipment and SCBA in the incident area. No personnel are to eat, drink, or smoke within the incident area

HEALTH OFFICER RESPONSE

1. Upon arrival at the scene, proceed to the command post and provide the police, fire and first aid commanders with information to aid them in identifying the substance involved. The Health Officer should also provide information on the handling of the substance involved.

HAZARDOUS MATERIALS INCIDENT - NO FIRE

1. The dispatcher is to dispatch a patrol car to the scene, after first advising the officer of the involvement of hazardous materials. The dispatcher is then to notify the area Fire Chief, Captain of the First Aid and the Borough Health Officer of the hazardous materials incident.
2. The first aid squad and fire company are to be dispatched.
3. The fire company is to proceed with caution and await instructions from the command post. The fire chief is to respond to the command post.
4. The first aid squad is to respond to the command post and stand by until needed.

HMA-4

HAZARD MATERIALS RESPONSE SOG (Continued)

SOP #2

HAZARDOUS MATERIALS NOTIFICATION

The following procedure will be followed when hazardous materials are encountered:

- a. If it is an emergency situation involving threat to life or property, appropriate first aid and fire apparatus will be dispatched. If there is leakage or spillage of the hazardous material, the Monmouth County Regional Health Commission will be notified at 229-0866 and also the Department of Environmental Protection (DEP) at 1-609-292-7172.

When these agencies are called, they will require as much information as is available in regards to identification of the hazardous material. Most transportation vehicles will bear a Department of Transportation placard or manifest with an ID number. This number can be researched in the yellow DOT book kept at the desk.

- b. Hazardous materials that have been illegally dumped or abandoned will be investigated by the Monmouth County Prosecutor's Office, which can be contacted through the Radio Room.

Any actions that you take will hinge on the identification of the substance and the attendant circumstances. Every effort should be made to avoid inhalation of fumes and contact with skin or clothing.

All spillage must be contained where possible and absorbed by sand or other material that is subsequently collected in containers and properly disposed of. Cost of any clean-up operation will be borne by the person and/or company responsible.

SOP's which cover the Hazardous Materials functions for Tinton Falls can be found in General Order 5.05.02 (Hazardous Materials Incidents). Copies of specific SOP procedures are attached herewith.

HMA-5

HAZARDOUS MATERIALS RESOURCE PROCEDURES

There are no specific Hazardous Materials resource procedures within Tinton Falls. All Hazardous Materials incidents will be directed through the Monmouth County Board of Health.

HMA-6

Hazardous Materials Agreements

Agreements for the Hazardous Materials function are maintained with the County Health Department Hazardous Materials Unit. These agreements will be maintained in the EOC.

HMA-7

Hazardous Materials Training.

According to OSHA Law 29-CFR-1910.120, as of March 6, 1990, all personnel who may come in contact with a hazardous material during the normal course of their duties must have training specific to their level of involvement. A training program will be established which assures that:

- Training will be provided according to responder function
- All new employees will be properly trained within 30 days of employment
- Training levels are targeted for each agency (
 - Police –Awareness
 - Fire - Awareness and Operational
 - First Aid - EMS Basic,
 - Public Works Awareness
- Training will involve instruction in use and adoption of ICS / NIMS
- Annual refresher training and exercising will be provided.

Copies of training material will be maintained in the EOC.

LAW ENFORCEMENT ANNEX

BOROUGH OF TINTON FALLS

COUNTY OF MONMOUTH

STATE OF NEW JERSEY

I. INTRODUCTION


A. Statement of approval:

The Law Enforcement Annex of the Borough of Tinton Falls Emergency Operations Plan meets the approval of the Emergency Management Coordinator and the Police Coordinator and is hereby approved. This annex supersedes any previously written Law Enforcement Annexes.

Approval date: 3/30/10



Gerald M. Turning
Law Enforcement Annex Coordinator




Cary Costa
Emergency/Management Coordinator



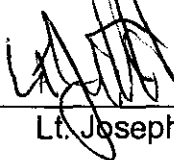
David S. Boehning
Deputy Emergency/Management Coordinator

STATEMENT OF UNDERSTANDING

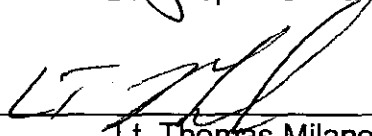
The undersigned have received and reviewed copies of the Borough of Tinton Falls Emergency Operations Plan, Law Enforcement Annex:



Captain David Trevena



Lt. Joseph Boeltram



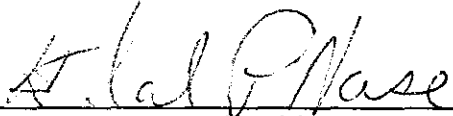
Lt. Thomas Milano



Lt. Scott MacDonald



Lt. Robert Delaune



Lt. David Nase

II. AUTHORITY AND REFERENCES

A. Laws, Ordinances, Regulations, Resolutions, and Directives

1. Federal
 - a. Emergency Management and Assistance Act of 1980, 44 U.S. Code 2.1
2. State
 - a. OEM Directive No. 38, Governor's Proclamation on Auxiliary Police Powers
3. County
 - a. As cited in the Basic Plan\
4. Municipal
 - a. As cited in the Basic Plan

B. References, Guidance Material and Other Documents

1. Federal
 - a. FEMA Disaster Operations, CPG 1-6, 1980
 - b. FEMA Standards for Local Civil Preparedness, CPG 1-5, 1980
2. State
 - a. State of New Jersey, Civil Disorders, The Role of Local, County and State Governments, August 1984
3. County
 - a. As cited in the Basic Plan
4. Municipal
 - a. As cited in the Basic Plan

III. PURPOSE

- A. The purpose of this Law Enforcement Annex is to define and to provide guidance for the development and operation of a viable Law Enforcement Program during any emergency or disaster situation and to ensure completion of required emergency actions.

IV. SITUATION

- A. Below are statements that briefly describe the Law Enforcement organization and its capabilities to deal with identified hazards:

1. There are 39 sworn full-time policemen in Tinton Falls (See LEA-5).
2. Tinton Falls maintains no Auxiliary Police Group.
3. The Tinton Falls Police Department maintains 28 vehicles for the Law Enforcement function (See LEA-3).
4. The "Special Capabilities" Teams in Tinton Falls include a K-9 Division.

- B. Tinton Falls is comprised of the following divisions:

1. Patrol Division - Composed of four Squads, each Squad headed by a Lieutenant, a Sergeant with one, or more, Corporals and four Patrolmen. The Patrol Division is headed by one Captain.
2. Detective Bureau - Composed of one Sergeant, Two Detectives. Bureau is headed by a Lieutenant.
3. Records Bureau - Composed of one Captain who oversees one records clerk and one patrolman
4. Traffic Safety Unit – Two Patrolman with direct control by a Sergeant.
5. Dispatch Section – Dispatch is conducted by the Monmouth County Communications section of the Monmouth County Sheriff's Office.

The entire operation of the Tinton Falls Police Department falls under the command of the Police Director delegated to the Chief of Police.

- C. Tinton Falls has the capability to communicate with County, State and surrounding Law Enforcement Agencies via radio. Tinton Falls utilizes the NCIC/SCIC network and the statewide teletype system.
- D. There is a potential for major crime and civil disturbance in Tinton Falls. Tinton Falls is a community with diversely different areas including several major highways, small business districts, large business, low income, moderate income and high income housing.

E. Key traffic control points that should be manned during an emergency may include the following intersections:

1. Route 33 - 66
2. Route 35 - Shrewsbury Avenue
3. Asbury Avenue - Garden State Parkway
4. Route 18 - Garden State Parkway

V. OPERATIONS AND CONTROL

A. Law Enforcement actions to be taken during periods of heightened risk include:

1. Law Enforcement direction and control shall emanate from the scene of the incident until transferred to the EOC.
2. The Law Enforcement Coordinator shall maintain a current recall roster for Law Enforcement personnel.
3. The Law Enforcement Coordinator shall set up 12-hour shifts to ensure qualified staffing on a 24-hour basis.

B. The Law Enforcement Group will interact with other agencies during an emergency by:

1. The Law Enforcement Coordinator or his designee will respond to the EOC during an emergency to oversee the group function.
2. Law Enforcement Personnel in the field will report appropriate information to the EOC via radio and/or by telephone.
3. The Incident Command System has been instituted in accordance with OSHA standards, as well as the National Incident Management System.

C. Law Enforcement personnel are dispatched via radio by the TFPD dispatcher. Additional personnel are recalled via telephone.

D. The Law Enforcement Coordinator will direct and control mutual aid Law Enforcement personnel from the EOC. Mutual aid Law Enforcement Agencies will be grouped with Tinton Falls Police Department representatives to ensure proper control.

E. Should an area require evacuation, TFPD would prohibit access to that area by staffing traffic control posts. Said area would also be patrolled by TFPD to inhibit looting.

F. Should prisoners under TFPD control require relocation, TFPD would transport same via patrol cars to the County Jail or a contiguous Municipal Jail. .

- G. The TFPD dispatcher will transfer all calls relating to the status of victims and their whereabouts during an emergency to the EOC Communications Officer who will, in turn, reroute said inquiry to either the Social Services Representative or the PIO.

VI. RESPONSIBILITIES

- A. The Law Enforcement Coordinator is responsible for implementing this annex and directing the Law Enforcement emergency response.(ICS/NIMS)
- B. SOP's that address how the Law Enforcement function will accomplish their emergency response are attached as LEA-6.
- C. Tinton Falls has no mutual aid agreements to accomplish the Law Enforcement function.
- D. The Law Enforcement Coordinator is responsible for providing security at critical facilities, reception centers, lodging and feeding facilities, and emergency shelters.

VII. CONTINUITY OF GOVERNMENT FOR LAW ENFORCEMENT

- A. There is a need for a line of succession for the person responsible for the Law Enforcement functions in order to ensure continuous leadership, authority and responsibility. The Emergency Management Coordinator and the personnel working within this function will be kept informed of the following line of succession:
 - 1. Police Chief
 - 2. Law Enforcement Coordinator
 - 3. Commanding Officer on Duty
- B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to Law Enforcement will be forwarded to the Emergency Management Coordinator to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A. The Law Enforcement Coordinator is responsible for maintenance of all records and reports required for the Law Enforcement functions in an emergency.
- B. The Law Enforcement Coordinator is responsible for records of expenditures for the Law Enforcement functions in an emergency.

- C. The procedures for obtaining supplies and equipment during an emergency will be in accordance with standing departmental orders as outlined in the Resource Management Annex. The Law Enforcement Coordinator will coordinate with the Emergency Management Coordinator for all requests for supplies and equipment through mutual aid or from the County Office of Emergency Management.

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The Law Enforcement Coordinator is responsible for the maintenance of the Law Enforcement Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved and distributed.
- B. The Law Enforcement Coordinator is responsible for the review and updating of the Law Enforcement Annex, SOP's, and attachments based on deficiencies identified through drills, exercises and actual emergencies on an annual basis.

X. DEFINITIONS

- A. The following terms and acronyms were used in this annex which was used in addition to those defined in the Basic Plan:
 - 1. TFPD- Tinton Falls Police Department
 - 2. ICS - Incident Command System
 - 3. NIMS- National Incident Management System

LEA-1

MUTUAL AID AGREEMENTS

The Borough of Tinton Falls maintains no written Mutual Aid Agreements for the police function; however, we have utilized the following departments in such a capacity:

1. Eatontown Police Department
2. Shrewsbury Police Department
3. Red Bank Police Department
4. Wall Township Police Department
5. Neptune Police Department
6. Ocean Township Police Department
7. Monmouth County Sheriff's Department
8. New Jersey State Police
9. Monmouth County Prosecutors Office

LEA-2

CRITICAL FACILITIES LIST

The Borough of Tinton Falls maintains a Municipal Jail with a capacity of four prisoners. The jail is located in Police Headquarters.

LEA-3

LAW ENFORCEMENT RESOURCE LIST

A listing of resources for the Law Enforcement function is maintained in the EOC.

LEA-4

LAW ENFORCEMENT SOP'S

Tinton Falls Police Department SOP's are maintained in the EOC. Said SOP's are continually being revised, and amended as necessary.

LEA-5

Tinton Falls Police Department Recall Roster.

Tinton Falls police department recall roster kept on file in EOC.

PUBLIC HEALTH ANNEX

BOROUGH OF TINTON FALLS

COUNTY OF MONMOUTH

STATE OF NEW JERSEY

1. INTRODUCTION

A. Statement of approval:

The Public Health annex of the Borough of Tinton Falls Emergency Operations Plan meets the approval of the Emergency Management Coordinator and the Health Officer and is hereby approved. This annex supersedes any previously written Public Health Annexes.

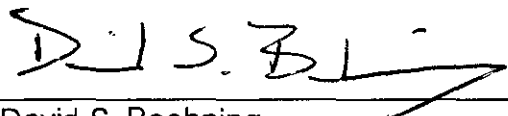
Approval date: 3/25/10



Sandra Van Sant, MPH, APN
Health Officer
Monmouth County Regional Health Commission #1



Cary Costa
Emergency Management Coordinator



David S. Boehning
Deputy Emergency Management Coordinator

II. AUTHORITY AND REFERENCES

A. Laws, Ordinances, Regulations, Resolutions, and Directives

1. Federal
 - a. As cited in the Basic Plan
2. State
 - a. Minimum Standards of Performance for Local Board of Health, N.J.A.C. 8:52.
 - b. County Environmental Health Act, N.J.S.A. 26:3A2-21
 - c. Title 24, N.J.S.A., Food & Drugs
 - d. Title 26, N.J.S.A., Health & Vital Statistics
3. County
 - a. As cited in the Basic Plan
4. Municipal
 - a. As cited in the Basic Plan

B. References, Guidance Material and other Documents

1. Federal
 - a. As cited in the Basic Plan.
2. State
 - a. As cited in the Basic Plan
3. County
 - a. As cited in the Basic Plan
4. Municipal
 1. As cited in the Basic Plan

III. PURPOSE

- A. The purpose of this Public Health Annex is to define and to provide guidance for the development and operation of a viable Public Health Program during an emergency or disaster situation and to ensure completion of required emergency actions.

IV. SITUATION

- A. The primary agency for the Public Health function in Tinton Falls is the Monmouth County Regional Health Commission #1. Support agencies for this function include Tinton Falls OEM, First Aid organizations, DPW, Tinton Falls Police Department, Fire Departments and volunteer agencies such as the Red Cross, the Salvation Army and other health departments within Monmouth County.
- B. As stated above, the Monmouth County Regional Health Commission #1 is under contract with Tinton Falls to provide health services to the Borough.
 - 1. There is one representative assigned to handle day-to-day health operations within Tinton Falls. During an emergency, he may be supplemented as permitted by the Health Officer.
 - 2. The representative assigned to Tinton Falls is equipped with a standard vehicle.
 - 3. As stated above, Monmouth County Regional Health Commission #1 is contracted to provide health services to Tinton Falls.
- C. The Borough contains several divisions which enforce and monitor Public Health situations, namely:
 - 1. Sewer Division
 - 2. Sanitation Division
 - 3. Code Enforcement Division
- D. The Monmouth County Regional Health commission #1 working cooperatively with the Tinton Fall's OEM Coordinator, has the capability to communicate with the County. Tinton Fall's OEM Coordinator and the Regional EMS Coordinator also have the ability to communicate with all Borough agencies and emergency services (See AWCA-5).
- E. Tinton Falls maintains no special equipment or facility for the Public Health function.

V. OPERATIONS AND CONTROL

- A. Public Health actions to be taken during periods of heightened risk include:
1. Direction and control for this function will emanate from the EOC.
 2. The Emergency Medical Services Coordinator will compile and maintain an up-to-date Public Health Roster and Resource inventory List.
 3. The Emergency Medical Services Coordinator shall set up 12-hour shifts to ensure qualified staffing on a 24-hour basis.
- B. The Public Health Group will interact with other agencies during an emergency in accordance with the following:
1. The Emergency Medical Services Coordinator will respond to the EOC during an emergency to oversee the group function.
 2. The Public Health Representatives in the field will report appropriate information to the EOC during an emergency via telephone or radio.
- C. Public Health personnel are dispatched by telephone, pager and radio by the Monmouth County Police Radio Room.
- D. The Health Officer will coordinate the inspection of sewage treatment plants, water supplies, food establishments and shelters from the EOC.
- E. The Monmouth County Regional Health Commission #1 will coordinate the inoculation of a population, if warranted by threat of disease, with the assistance of the EMS Coordinator.
- F. The Health Officer will coordinate the disease investigation with the assistance of the Borough Board of Health Representative and the Monmouth County Regional Health Commission #1.

V1. RESPONSIBILITIES

- A. The Health Officer is responsible for implementing this annex and directing the Public Health emergency response.
- B. There are no written SOP's that address how the Public Health function will accomplish their emergency response.
- C. The Monmouth County Regional Health commission #1 is contracted to provide Public Health Services to Tinton Falls.
- D. The Health Officer is responsible for the expansion of mortuary services in an emergency.

VII. CONTINUITY OF GOVERNMENT FOR PUBLIC HEALTH

- A. There is a need for a line of succession for the person responsible for the Public Health functions in order to ensure continuous leadership, authority and responsibility. The Emergency Management Coordinator and the personnel working within this function will be kept informed of the following line of succession:
 - 1. OEMCoordinator
 - 2. Township Board of Health Representative
 - 3. Regional Health Representative assigned to Tinton Falls
- B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to Public Health will be forwarded to the Emergency Management Coordinator to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A. The Health Officer is responsible for maintenance of all records and reports required for the Public Health functions in an emergency.
- B. The Health Officer is responsible for records of expenditures for the Public Health functions, in an emergency.
- C. The procedures for obtaining supplies and equipment during an emergency will be in accordance with standing departmental orders as outlined in the Resource Management Annex. The Health Officer will coordinate with the Emergency Management Coordinator for all requests for supplies and equipment through mutual aid or from the County Office of Emergency Management.

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The Health Officer is responsible for the maintenance of the Public Health Annex and for ensuring that necessary changes and revisions to the annex *are* prepared, coordinated, approved and distributed.
- B. The Health Officer is responsible for the review and updating of the Public Health Annex, SOP's, and attachments based on deficiencies identified through drills, exercises and actual emergencies on an annual basis.

X. DEFINITIONS

- A. There are no terms or acronyms used in this annex which are in addition to those defined in the Basic Plan.

PHA-1

PUBLIC HEALTH CONTRACTS

Public Health Contracts will be maintained in the EOC.

PHA-2

RECALL/DUTY ROSTERS

Recall/Duty Rosters will be maintained in the EOC.

PHA-3

EQUIPMENT/RESOURCE LISTS

Equipment/Resource Lists will be maintained in the EOC.

PHA-4

PUBLIC HEALTH SOP/SOG

There are no written SOP's that address how the Public Health function will accomplish their emergency response.

PUBLIC WORKS ANNEX

BOROUGH OF TINTON FALLS

COUNTY OF MONMOUTH

STATE OF NEW JERSEY

I. INTRODUCTION

A. Statement of approval:

The Public Works Annex of the Borough of Tinton Falls Emergency Operations Plan meets the approval of the Emergency Management Coordinator and the Director of Public Works and is hereby approved. This annex supersedes any previously written Public Works Annexes.

Approval date: _____

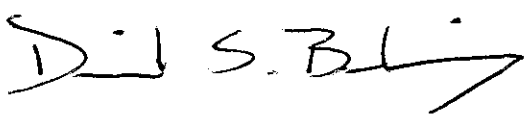
4/13/2010



John Bucciero
Director, Public Works



Cary Costa
Emergency Management Coordinator



David S. Boehning
Emergency Management Coordinator

II. AUTHORITY AND REFERENCES

A. Laws, Ordinances, Regulations, Resolutions and Directives

1. Federal
 - a. As cited in the Basic Plan
2. State
 - a. As cited in the Basic Plan
3. County
 - a. As cited in the Basic Plan
3. Municipal
 - a. As cited in the Basic Plan

B. References, Guidance Material and Other Documents

1. Federal
 - a. As cited in the Basic Plan
2. State
 - a. As cited in the Basic Plan
3. County
 - a. As cited in the Basic Plan
3. Municipal
 - a. As cited in the Basic Plan

III. PURPOSE

- A. The purpose of this Public Works Annex is to define and to provide guidance for the development and operation of a viable Public Works Program during any emergency or disaster situation and to ensure completion of required emergency actions.

IV. SITUATION

- A. Below are statements that briefly describe the Public Works organization and capabilities in the Borough of Tinton Falls:
 - 1. The entire Borough of Tinton Falls is served by one Public Works Agency with facilities located at 556 Tinton Avenue.
 - 2. There are 42 full-time employees in the Public Works Department. There are four part-time employees (See PWA-1).
 - 3. The Public Works Department maintains and operates 38 pieces of major motorized equipment (See PWA-4 for breakdown).
 - 4. There are no ascertainable hazards specific to the Public Works function (See HMA-1,2).
- B. The Tinton Falls Public Works Department is broken down to five divisions, namely Division of Streets, Division of Sanitation, Division of Building and Grounds, Division of Sewers, and Division of Central Maintenance.
- C. The primary dispatch center for the Public Works Department is located at 556 Tinton Ave., Tinton Falls and is manned during regular working hours. During an emergency, the Public Works function would be dispatched via radio in the EOC, Police Department or Base II (See AWC Annex).
- D. The Public Works Department has the ability to communicate between its divisions and with the Police Department.

V. OPERATIONS

- A. Public Works actions to be taken during periods of heightened risk include:
 - 1. Direction and control for the Public Works function will emanate from the Department of Public Works until transferred to the EOC.
 - 2. The Director of Public Works will maintain a current recall roster for the Public Works function which will be updated semi-annually.
 - 3. During extended emergencies, the Director of Public Works will establish 12-hour shifts to maintain 24-hour qualified staffing.

- B. The Public Works Group interacts with other emergency agencies during an emergency as follows:
 - 1. The Director of Public Works or his designee will respond to the EOC during an emergency.
 - 2. Public Works personnel in the field will report appropriate information to the EOC via radio or telephone.
- C. The Public Works Department will begin the clearance of debris, on a priority basis, following an emergency using the equipment herein. Should the OEMC and Director of Public Works feel the situation necessitates the assistance of outside contractors, said contractors will be requested in accordance with the Resource Management Annex. outside contractors will be supervised by DPW personnel and will maintain contact with the EOC.
- D. Portable water would be requested from the Monmouth County OEM should the need arise.
- E. The Borough Engineer and the Public Works Director will establish criteria and procedures to determine the safety of public facilities and for demolishing damaged structures during and after an emergency.

VI. Responsibilities

- A. The Public Works Director is responsible for implementing this annex and directing the Public Works emergency response utilizing ICS and NIMS.
- B. There are no written SOP's that address how the Public Works function will accomplish their emergency response.
- C. Tinton Falls has no written mutual aid agreements for the Public Works function.
- D. The Public Works Director is responsible for preparing and maintaining a resource list that identifies source, location and availability of earth-moving equipment, dump trucks, road graders, fuel, etc., for use in disaster response/recovery operations.
- E. The Public Works Director is responsible for coordinating the repair and restoration of essential services and vital facilities.
- F. The Public Works Director is responsible for the arrangement of the restoration of utilities to essential facilities.
- G. The Public Works Director is responsible for maintaining sanitation services during an emergency.

- H. Detailed support assignments for the Public Works Annex are specified in other annexes such as Evacuation, Damage Assessment, Alerting and Warning, and Hazardous Materials.

VII. CONTINUITY OF GOVERNMENT FOR EMERGENCY PUBLIC INFORMATION

- A. There is a need for a line of succession for the person responsible for the Public Works functions in order to ensure continuous leadership, authority and responsibility. The Emergency Management Coordinator and the personnel working within this function will be kept informed of the following line of succession:
 - 1. Public Works Director
 - 2. Public Works On-Call Supervisor
 - 3. Other Public Works Supervisors
- B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to Public Works will be forwarded to the Emergency Management Coordinator to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A. The Public Works Director is responsible for maintenance of all records and reports required for the Public Works functions in an emergency.
- B. The Public Works Director is responsible for records of expenditures for the Public Works functions in an emergency.
- C. The procedures for obtaining supplies and equipment during an emergency will be in accordance with standing departmental orders as outlined in the Resource Management Annex. The Public Works Director will coordinate with the Emergency Management Coordinator for all requests for supplies and equipment through mutual aid or from the County Office of Emergency Management.

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The Public Works Director is responsible for the maintenance of the Public Works Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved and distributed.
- B. The Public Works Director is responsible for the review and updating of the Public Works Annex, SOP's, and attachments based on deficiencies identified through drills, exercises and actual emergencies on an annual basis.

X. DEFINITIONS

- A. No terms or acronyms were used in addition to those defined in the Basic Plan.

PWA-1

RECALL/DUTY ROSTERS

Recall/Duty Rosters will be maintained in the EOC.

PWA-2

SOGs

Tinton Falls has no written SOP's that address how the Public Works function will accomplish their emergency response.

PWA-3

MUTUAL AID AGREEMENTS

Tinton Falls has no written Mutual Aid Agreements for the Public Works function.

PWA-4

EQUIPMENT/RESOURCE LIST

Equipment/Resource List will be maintained in the EOC.

PWA-5

PRIVATE CONTRACTORS LISTS

Private Contractors Lists will be maintained in the EOC.

RADIOLOGICAL PROTECTION ANNEX

BOROUGH OF TINTON FALLS

COUNTY OF MONMOUTH

STATE OF NEW JERSEY

I. INTRODUCTION

A. Statement of approval:

The Radiological Protection Annex of the Borough of Tinton Falls Emergency Operations Plan meets the approval of the Emergency Management Coordinator and is hereby approved. This annex supersedes any previously written Radiological Protection Annexes.

Approval date: 3/25/10



Cary Costa
Emergency Management Coordinator



David S. Boehning
Deputy Emergency Management Coordinator

II. AUTHORITY AND REFERENCES

A. Laws, Ordinances, Regulations, Resolutions and Directives

1. Federal
 - a. As cited in the Basic Plan
2. State
 - a. As cited in the Basic Plan
3. County
 - a. As cited in the Basic Plan
4. Municipal
 - a. As cited in the Basic Plan

B. References, Guidance Material and Other Documents

1. Federal
 - a. FEMA Guide for the Design and Development of a Local Defense Support System, CPG 1-30, 1981. Radiological
 - b. FEMA Radiological Defense Preparedness, CPG 2-6.1, 1985.
 - c. FEMA Radiological Defense Manual, CPG 2-6.2, 1977.
 - d. FEMA Radiological Instruments: An Essential Resource for National Preparedness, CPG 3-1, 1986.
2. State
 - a. As cited in the Basic Plan.
3. County
 - a. As cited in the Basic Plan
4. Municipal
 - a. As cited in the Basic Plan

III. PURPOSE

- A. The purpose of this Radiological Protection Annex is to define and to provide guidance for the development and operation of a viable Radiological Protection Program during any emergency or disaster and to ensure completion of required emergency actions.

IV. SITUATION

- A. The Monmouth County Office of Emergency Management will supply radiological monitoring to the Borough of Tinton Falls.
- B. There are currently no Borough employees with training for Radiological monitoring.
- C. Tinton Falls currently owns no radiological monitoring equipment.
- D. Tinton Falls has no special equipment or ability for the radiological monitoring function.
- E. The MCOEM can communicate with the Borough and all municipalities within the County via radio or telephone.
- F. There are no known sites within Tinton Falls which are potential radiological hazards.

V. OPERATIONS AND CONTROL

- A. Radiological monitoring actions to be taken during periods of heightened risk are as follows:
 1. Radiological monitoring direction and control will emanate from the Police Dispatch desk until transferred to the EOC.
 2. The MCOEM will maintain a current recall roster for the Radiological Monitoring Group.
 3. The OEMC will establish 12 hour shifts to ensure qualified staffing on a 24 hour basis.
- B. The Radiological Protection Group will interact with other emergency groups during an emergency in accordance with the following:
 1. The OEMC will respond to the EOC during an emergency and will direct the Radiological Group function from there.
 2. The Radiological Monitoring Group in the field will report appropriate information to the representative in the EOC by municipal radio and/or telephone.
- C. The MCOEM distributes radiological monitoring equipment to qualified personnel.

- D. The OEMC will maintain dosage records for emergency service personnel in the EOC.
- E. The public will be notified of actions to take to reduce exposure via the Emergency Broadcast System. Jersey Shore Medical Center will assist in decontamination of personnel who are exposed. The EMS Coordinator will oversee this function.
- F. The TFOEM coordinates with the MCOEM to ascertain exposure levels during a radiation emergency.

VI. RESPONSIBILITIES

- A. The Emergency Management Coordinator is responsible for implementing this annex and directing the Radiological Protection response.
- B. Tinton Falls has no SOP's that address how the Radiological Protection function will accomplish their emergency response.
- C. Tinton Falls currently depends on the Monmouth County Office of Emergency Management to supply radiological monitoring.
- D. The Emergency Management Coordinator is responsible for ensuring that all emergency support services, vital facilities, and essential industries have trained radiological protection personnel (Radiological Response Team personnel and monitors).
- E. The Emergency Management Coordinator is responsible for providing appropriate protective equipment, instruments antidotes and clothing to perform assigned tasks in a hazardous chemical or radiological environment and identifying medical facilities with decontamination and evaluation capabilities.
- F. The Emergency Management Coordinator is responsible for ensuring that radiological monitors are available to provide data to the EOC.
- G. The Emergency Management Coordinator is responsible for providing the crisis training of radiological monitors for all public fallout shelters planned for use.
- H. The Emergency Management Coordinator is responsible for the radiological training of the jurisdiction's field forces, maintaining equipment for radiation hazard evaluation and exposure control and maintaining dose records for emergency workers and ensuring that dosimeters are read and reported at appropriate frequencies.

VII. CONTINUITY OF GOVERNMENT FOR PUBLIC WORKS

- A. There is a need for a line of succession for the person responsible for the radiological protection functions in order to ensure continuous leadership, authority and responsibility. The Emergency Management Coordinator and the personnel working within this function will be kept informed of the following line of succession:
1. Emergency Management Coordinator
 2. Deputy Coordinator
 3. EMS Coordinator
- B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to radiological protection will be forwarded to the Emergency Management Coordinator to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A. The Emergency Management Coordinator is responsible for maintenance of all records and reports required for the radiological protection functions in an emergency.
- B. The Emergency Management Coordinator is responsible for records of expenditures for the radiological protection functions in an emergency.
- C. The procedures for obtaining supplies and equipment during an emergency will be in accordance with standing departmental orders as outlined in the Resource Management Annex. The Emergency Management Coordinator will coordinate all requests for supplies and equipment through mutual aid or from the County Office of Emergency Management.

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The Emergency Management Coordinator is responsible for the maintenance of the Radiological Protection Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved and distributed.
- B. The Emergency Management Coordinator is responsible for reviewing and updating the Radiological Protection Annex, SOP's, and attachments based on deficiencies identified through drills, exercises and actual emergencies on an annual basis.

X. DEFINITIONS

- A. There are no terms or acronyms used in addition to those defined in the Basic Plan.

RPA-1

MUNICIPAL RADIOLOGICAL INCREASED READINESS ACTIONS

A Municipal Radiological Increased Readiness Actions Attachment will be maintained in the EOC.

RPA-2

RECALL/DUTY ROSTERS

Recall/Duty Rosters will be maintained in the EOC.

RPA-3

RESOURCE/EQUIPMENT LISTS

Resource/Equipment Lists will be maintained in the EOC..

RESOURCE MANAGEMENT ANNEX

BOROUGH OF TINTON FALLS

COUNTY OF MONMOUTH


STATE OF NEW JERSEY

I. INTRODUCTION


A. Statement of approval:

The Resource Management Annex of the Borough of Tinton Falls Emergency Operations Plan meets the approval of the Emergency Management Coordinator and the Chief Financial Officer and is hereby approved. This annex supersedes any previously written Resource Management Annexes.

Approval date 3/25/10



Stephen Pfeffer
Chief Financial Officer



Cary Costa
Emergency Management Coordinator



David S. Boehning
Deputy Emergency Management Coordinator

II. AUTHORITY AND REFERENCES

A. Laws, Ordinances, Regulations, Resolutions, and Directives

1. Federal
 - a. As cited in the Basic Plan
2. State
 - a. As cited in the Basic Plan
3. County
 - a. As cited in the Basic Plan
4. Municipal
 - a. As cited in the Basic Plan

B. References, Guidance Material and Other Documents

1. Federal
 - a. As cited in the Basic Plan
2. State
 - a. As cited in the Basic Plan
3. County
 - a. As cited in the Basic Plan
4. Municipal
 - a. As cited in the Basic Plan

III. PURPOSE

- A. The purpose of this Resource Management Annex is to define and to provide guidance for the development and operation of a viable Resource Management Program during an emergency or disaster situation and to ensure completion of required emergency actions.

IV. SITUATION

- A. The primary agency responsible for resource management within Tinton Falls is the Purchasing Department.
- B. Personnel assigned to the Resource Management function and their regular job titles are listed below:
 - 1. Finance Director
 - 2. Administrative Analyst - Purchasing
- C. Tinton Falls supplies that are normally stockpiled for emergency use include (See also RMA-7):
 - 1. Sand
 - 2. Asphalt
 - 3. Construction Equipment (smaller tools)
 - 4. Emergency Generators
 - 5. Hazardous Material Clean-Up Equipment
- D. Private sector resources available to Tinton Falls during- an emergency include:
 - 1. Buses and Vans
 - 2. Heavy Equipment
 - 3. Food
 - 4. Shelter
 - 5. Medical Supplies
 - 6. Communications Equipment
 - 7. Hazardous Materials Response Team

E. Due to the number of transportation routes dissecting Tinton Falls, the Office of Emergency Management maintains a supply of hazardous material abatement equipment including booms, "Peat-Sorb," absorbent pads, etc. Resources held by agencies within for particular hazards include:

1. Jaws of Life
2. Chlorine Approach Suits

F. Resource Management personnel have the ability to communicate with the EOC and various municipal departments. Resource Management can communicate with surrounding communities by telephone or through the Communications Officer in the EOC.

V. OPERATIONS AND CONTROL

A. Resource Management actions to be taken during periods of heightened risk include:

1. Resource Management direction and control shall emanate from Monmouth County Communications Center until transferred to the EOC.
2. The Finance Director shall maintain an up-to-date roster for the Resource Management Group (updated semi-annually).
3. The Finance Director shall set up 12-hour shifts to ensure qualified staffing on a 24-hour basis.

B. The Resource Management Group will interact with other agencies during an emergency by:

1. The Finance Director will respond to the EOC during an emergency to oversee the group function.
2. Various agencies will contact the Resource Management Group through the Communications officer in the EOC via radio or by telephone to report appropriate information.

C. The following circumstances must be met for a purchase to be considered an "emergency purchase" and, therefore, legally binding to the Borough:

1. A department may purchase equipment necessary to abate a situation that affects the health or welfare of the residents of the Borough after business hours.
2. During business hours, no purchase will be made without using the proper encumbrance system unless so stated by the Finance Director.
3. If an emergency is declared by the OEMC, all emergency purchasing will be made through the EOC.

- D. The Finance Director will prioritize purchases during an emergency. The Finance Director will also implement resource controls by coordinating the distribution of resources as they become available.
- E. The Finance Director will procure equipment from various Borough agencies through the various department heads. When local resources are drained, the Financial Director will request County resources. When County resources are depleted, the County will request State and Federal assistance. To procure resources not owned by a political agency, the Finance Director will issue a Purchase order, which will bond the Borough to payment for services.

VI. RESPONSIBILITIES

- A. The Finance Director is responsible for implementing this annex and directing the Resource Management emergency response.
- B. The following are the SOP's that address how the Resource Management function will accomplish their emergency response:
 - 1. Requests for supplies and materials will be made by the various department heads to the Finance Director.
 - 2. The Finance Director will approve or disallow the purchase and issue a Purchase Order Number, if necessary.
 - 3. The Finance Director will maintain a log of expenditures made by each agency.
 - 4. The Purchase Order will be filled in by the Finance Director or his staff and the order shall be placed.
 - 5. The Finance Director will notify the department head that the order has been placed and the estimated time of delivery or pick-up.
- C. Tinton Falls has no mutual aid agreements to accomplish the Resource Management function.
- D. The Finance Director is responsible for providing the identification of potential resource needs relative to known hazards.
- E. The Finance Director is responsible for collecting and maintaining resource inventories of personnel, equipment, and supplies from the governmental, private and voluntary sectors and for identifying sources, location and availability.
- F. The Finance Director is responsible for record keeping of expenditures for resources/manpower to support disaster response/recovery operations.

- G. The Finance Director is responsible for the maintenance of accurate records of resources, expenditures, and supporting documentation to substantiate future damage assessment claims.

VII. CONTINUITY OF GOVERNMENT FOR RESOURCE MANAGEMENT

A. There is a need for a line of succession for the person responsible for the resource management functions in order to ensure continuous leadership, authority and responsibility. The Emergency Management Coordinator and the personnel working within this function will be kept informed of the following line of succession:

1. Finance Director
2. Purchasing Agent
3. Deputy Coordinator

B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to resource management will be forwarded to the Emergency Management Coordinator to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A. The Finance Director is responsible for maintenance of all records and reports required for the resource management functions in an emergency.
- B. The Finance Director is responsible for records of expenditures for the resource management functions in an emergency.
- C. The procedures for obtaining supplies and equipment during an emergency will be in accordance with standing departmental orders as outlined in this annex. The Finance Director will coordinate with the Emergency Management Coordinator for all requests for supplies and equipment through mutual aid or from the County Office of Emergency Management.

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The Finance Director is responsible for the maintenance of the Resource Management Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved and distributed.
- B. The Finance Director is responsible for the review and updating of the Resource Management Annex, SOP's, and attachments based on deficiencies identified through drills, exercises and actual emergencies on an annual basis.

X. DEFINITIONS

- A. There are no terms or acronyms used in this annex which are in addition to those defined in the Basic Plan.

RMA-1

RECALL/DUTY ROSTERS

Recall/Duty Rosters will be maintained in the EOC.

RMA-2

DRIVER'S LIST FOR TRUCKS AND HEAVY EQUIPMENT

Driver's List for Trucks and Heavy Equipment will be maintained in the EOC.

RMA-3

PRIVATE SECTOR REIMBURSEMENT PROCEDURES.

As cited in the Tinton Falls Code Book (10-25-85), Page 342-343, Article XVII, Payment of Claims, private sector reimbursement procedure is as follows:

3-82. Preliminary Approval.

Following the certification of claims against the Borough, the claim shall be presented to the Administrator, who, if satisfied that the claim is proper, shall approve by the signing of the same.

3-83. Procedures.

- A. Bills, claims and demands against the municipality shall be deemed approved or disapproved by the Council in accordance with the procedure prescribed. A voucher on a form prescribed shall be presented for each bill, claim or demand and shall be paid only upon the approval of the Borough Treasurer, said approval to be based upon encumbered funds held for the payment of said claims.
- B. Disbursements shall be made by a check or draft signed by the Mayor, or in his absence the Administrator, and countersigned by the Borough Treasurer, or in his absence the Assistant Borough Treasurer; except that payroll checks may be signed by the Borough Treasurer, or in his absence by the Assistant Borough Treasurer, upon certification of the Administrator of the total payroll.
- C. The signature of the Mayor or Administrator on a check may be inscribed mechanically.
- D. The Borough Treasurer shall prepare for each regular meeting of the Council a list of all bills and claims to be paid, and the Council shall approve the list. Such list shall be prepared in sufficient quantity for each member of the Council, the Mayor and the Administrator, and at least one (1) copy shall be filed with the Clerk as a public record open to examination in his office and posted on the bulletin board in the municipal building.
- E. Whenever the Administrator is absent or unavailable for preliminary approval of a claim, said claim or payroll shall be submitted to the Acting Borough Business Administrator or, if none has been appointed, to the Mayor.

RMA-4

MUTUAL AID AGREEMENTS - MUNICIPALITIES.

There are no written mutual aid agreements for the municipalities to accomplish the Resource Management function.

RMA-5

MUTUAL AID AGREEMENTS - PRIVATE SECTOR.

There are no written mutual aid agreements for the private sector to accomplish the Resource Management function.

RMA-6

RESOURCE MANAGEMENT SOP'S.

SOP I s that address how the Resource Management function will accomplish their emergency response are listed on Page RM5, Section B (1-5).

RMA-7

RESOURCE DISTRIBUTION CENTER LISTS

Resource Distribution Center Lists will be maintained in the EOC.

RMA-8

PURCHASING MANUALS

Purchasing Manuals will be maintained in the EOC.

SHELTER, RECEPTION & CARE ANNEX

BOROUGH OF TINTON FALLS

COUNTY OF MONMOUTH

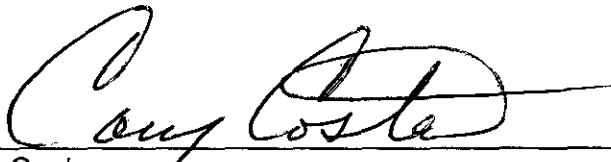
STATE OF NEW JERSEY

I. INTRODUCTION

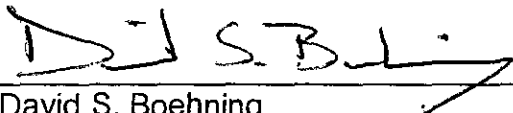
A. Statement of approval:

The Shelter, Reception & Care Annex of the Borough of Tinton Falls Emergency Operations Plan meets the approval of the Emergency Management Coordinator and the Shelter Coordinator and is hereby approved. This annex supersedes any previously written Shelter, Reception & Care Annexes.

Approval date: 3/25/10



Cary Costa
Emergency Management Coordinator



David S. Boehning
Deputy Emergency Management Coordinator

II. AUTHORITY AND REFERENCES

A. Laws, Ordinances, Regulations, Resolutions, and Directives

1. Federal

- a. As cited in the Basic Plan

2. State

- a. N.J.S.A. 10:82, Public Assistance Manual

3. County

- a. As cited in the Basic Plan

4. Municipal

- a. As cited in the Basic Plan

B. References, Guidance Material and Other Documents

1. Federal

- a. FEMA Guidance for Development of an Emergency Fallout Shelter Stocking Plan, CPG 1-19, 1983.
- b. FEMA Radiation Safety in Shelters, CPG 2-6.4, 1983.
- c. FEMA Sheltering and Care Operations, CPG 2-8, 1987.

2. State

- a. As cited in the Basic Plan

3. County

- a. As cited in the Basic Plan

4. Municipal

- a. As cited in the Basic Plan

III. PURPOSE

- A. The purpose of this Shelter, Reception and Care Annex is to define and to provide guidance for the development and operation of a viable Shelter, Reception and Care Program during an emergency or disaster situation and to ensure completion of required emergency actions.

IV. SITUATION

- A. The primary agencies involved with the Shelter functions within Tinton Falls are: EMS, Health Department, Red Cross and Salvation Army personnel. Support agencies for this function include Fire, Police, DPW, Welfare Department and various volunteer groups.
- B. All members of the primary groups for Shelter Services are volunteer agencies within the Borough.
- C. Volunteer organizations will provide the following services during an emergency:
 - 1. Food Services
 - 2. Transportation to Shelters
 - 3. Sleeping Accommodations
- D. There are 27 congregate care shelters in the Borough of Tinton Falls with the ability to accommodate approximately 2,000 (See SRCA-2).
- E. According to the National Facility Survey, there are no fallout shelter spaces available in Tinton Falls. Persons requiring fallout shelter space will be transported to locations outside the Borough.
- F. In accordance with recent surveys, the TFOEM does not anticipate the need for sheltering any more than 500 residents as 90% normally seek shelter with friends or relatives outside the area.
- G. It is unlikely that any designated shelter would be rendered unusable due to a specific known hazard.

V. OPERATIONS AND CONTROL

- A. Shelter, Reception and Care actions to be taken during periods of heightened risk include:
 - 1. Direction and control for this function will emanate from the Monmouth County Communications Center until transferred to the EOC.

2. The Shelter Coordinator will compile and maintain an up-to-date recall roster for the Shelter Reception and Care Group. These Rosters will be updated semi-annually.
 3. The Shelter Coordinator shall set up 12-hour shifts to ensure qualified staffing on a 24-hour basis.
- B. The Shelter, Reception and Care Group will interact with other agencies during an emergency by:
1. The Shelter Coordinator will respond to the EOC during an emergency to oversee the group function.
 2. The Shelter, Reception and care Representatives in the field' will report appropriate information to the EOC during an emergency via telephone or radio.
- C. Red Cross and Salvation Army volunteers are requested by the Emergency Management Coordinator through Monmouth County OEM (See SRCA-6).
- D. Upgrading of shelters during an emergency will be accomplished by requesting said upgrades through the EOC. Upgrading activities will then be delegated to the agency that can best handle said situation.
- E. The Department of Public Works will erect signs outside. Shelters that were not previously designated as a shelter.
- F. The following agencies will be represented in each shelter and will perform the tasks stated next to their position. Shelter personnel will maintain contact with the EOC at all times.
1. EMS Personnel - will assist in the registration of evacuees as they enter, including the detailing of special needs. Will report special needs to the EOC once compiled. Will provide basic medical attention in shelter.
 2. Fire Personn will inspect shelter for safety and maintain safety until shelter is closed. Will assist in providing food and sleeping accommodations to evacuees.
 3. CERT Teams - will provide food and sleeping accommodations to evacuees. Will assist in the registration of evacuees.
 4. Red Cross Personnel - will act as shelter managers. Will supervise the functions within shelter. Will provide medical supplies as needed.
 5. Salvation Army - will provide food and assist in managing shelter.
 6. Police Personnel - will provide security and assist in registration of evacuees.

7. DPW Personnel - will provide building maintenance until shelter is closed.

8. RACES Personnel - will provide communication between shelters and EOC. Will assist in tracking evacuees. Will assist in registration of evacuees.

VI. RESPONSIBILITIES

- A. The Shelter Coordinator is responsible for implementing this annex and directing the Shelter, Reception and Care emergency response.
- B. There are no written SOP's that address how the Shelter, Reception and Care function will accomplish their emergency response.
- C. Mutual aid agreements for the Shelter, Reception and Care functions are as follows:
 - 1. American Red Cross, West Park Ave. Tinton Falls
 - 2. Salvation Army, Asbury Park, NJ
- D. The Shelter Coordinator is responsible for the provision of in place fallout shelter protection for each, person within the threatened area.
- E. The Shelter Coordinator is responsible for identifying those facilities suitable as public fallout shelters which are contained in the National Facilities Listing and the allocation of fallout shelter space to the public.
- F. The Shelter Coordinator is responsible for coordinating the use of expedient fallout shelters where fallout shelter and upgradeable shelter is inadequate.
- G. The Shelter Coordinator is responsible for the shelter needs of the institutionalized or special needs groups.
- H. The Shelter Coordinator is responsible for designating shelter facilities in the reception area with the shortest commuting distance to the hazardous area for essential workers and their families.
- I. The Shelter Coordinator is responsible for providing acquisition of additional equipment and supplies when needed at shelter sites.
- J. The Shelter Coordinator is responsible for assigning trained shelter managers and staff to all facilities during any period of lodging or fallout shelter occupancy.
- K. The Shelter Coordinator is responsible for assigning responsibilities (individual and/or organizations) for emergency mass feeding operations.
- L. The Shelter Coordinator is responsible for maintaining shelter areas free from contamination.

VII. CONTINUITY OF GOVERNMENT FOR SHELTER, RECEPTION AND CARE

- A. There is a need for a line of succession for the person responsible for the Shelter, Reception and Care functions in order to ensure continuous leadership, authority and responsibility. The Emergency Management Coordinator and the personnel working within this function will be kept informed of the following line of succession:
1. Shelter Coordinator
 2. EMS Coordinator
 3. Fire Coordinator
- B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to Shelter, Reception and Care will be forwarded to the Emergency Management Coordinator to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A. The Shelter Coordinator is responsible for maintenance of all records and reports required for the Shelter, Reception and Care functions in an emergency.
- B. The Shelter Coordinator is responsible for records of expenditures for the Shelter, Reception and Care functions in an emergency.
- C. The procedures for obtaining supplies and equipment during an emergency will be in accordance with standing departmental orders as outlined in the Resource Management Annex. The Shelter Coordinator will coordinate with the Emergency Management Coordinator for all requests for supplies and equipment through mutual aid or from the County office of Emergency Management.

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The Shelter Coordinator is responsible for the maintenance of the Shelter, Reception and Care Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved and distributed.
- B. The Shelter Coordinator is responsible for the review and updating of the Shelter, Reception and Care Annex, SOP's, and attachments based on deficiencies identified through drills, exercises and actual emergencies on an annual-basis.

X. DEFINITIONS

- A. There are no terms or acronyms used in this annex which are in addition to those defined in the Basic Plan.

**SRCA-I
SHELTER SOGs**

There are no written SOP's (Reports, Checklists, Special Needs Groups, etc.) that address how the Shelter, Reception and care function will accomplish their emergency response.

Shelter shall operate with current American Red Cross Guidelines for Shelter Management

SRCA-2

SHELTER LISTING

TINTON FALLS SCHOOL	674 TINTON AVENUE
MONMOUTH REGIONAL SCHOOL	535 TINTON AVENUE
VOCATIONAL SCHOOL	535 TINTON AVENUE
ATCHISON SCHOOL	961 SYCAMORE AVENUE
SWIMMING RIVER SCHOOL	HANCE AVENUE
7TH DAY ADVENTIST	SHARK RIVER ROAD
DAY TRAINING CENTER	1076 WAYSIDE ROAD
MONMOUTH REFORM TEMPLE	HANCE AVENUE
MONMOUTH CHURCH OF CHRIST	HANCE AVENUE AND
LUTHERAN CHURCH	TINTON AVENUE
EMANUEL BAPTIST CHURCH	CHERRY STREET
REFORMED CHURCH	HANCE AVENUE
ST. THOMAS AME ZION CHURCH	SQUANKUM ROAD
ST. ANSELM CHURCH	WAYSIDE ROAD
GLAD TIDINGS CHURCH	4021 ASBURY AVENUE
BODMAN HEALTH CENTER	1076 WAYSIDE ROAD
TINTON FALLS HOTEL	700 HOPE ROAD
Courtyard Marriot	600 HOPE ROAD
BOROUGH HALL	556 TINTON AVENUE
TINTON FALLS FIRST AID BUILDING	46 OLD MILL ROAD

SRCA-3

MUTUAL AID AGREEMENTS.

There are no written mutual aid agreements for the Shelter, Reception and Care function.

SRCA-4

RECALL/DUTY ROSTERS

Recall/Duty Rosters will be maintained in the EOC

SRCA-5

NUCLEAR ATTACK APPENDIX

Nuclear Attack Appendix documents will be maintained in the EOC.

SRCA-6

NUCLEAR ATTACK APPENDIX

Red Cross/Salvation Army Agreements that address the Shelter, Reception and Care function will be maintained in the EOC.

SOCIAL SERVICES ANNEX

BOROUGH OF TINTON FALLS

COUNTY OF MONMOUTH

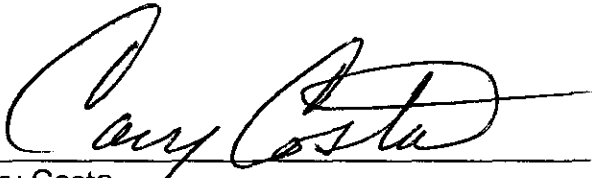
STATE OF NEW JERSEY

I. INTRODUCTION

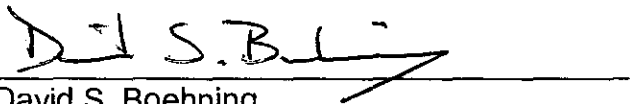
A. Statement of approval:

The Social Services Annex of the Borough of Tinton Falls Emergency Operations Plan meets the approval of the Emergency Management Coordinator and is hereby approved. This annex supersedes any previously written Social Services Annexes.

Approval date: 3/25/10



Cary Costa
Emergency Management Coordinator



David S. Boehning
Deputy Emergency Management Coordinator

II. AUTHORITY AND REFERENCES

A. Laws, Ordinances, Regulations, Resolutions, and Directives

1. Federal
 - a. As cited in the Basic Plan
2. State
 - a. N.J.A.C. 10:82, Public Assistance Manual
 - b. N.J.A.C. 10:81, Public Standards Handbook
 - c. N.J.A.C. 10:87, Food Stamp Manual
3. County
 - a. As cited in the Basic Plan
4. Municipal
 - a. As cited in the Basic Plan

B. References, Guidance Material and Other Documents

1. Federal
 - a. As cited in the Basic Plan
2. State
 - a. As cited in the Basic Plan
3. County
 - a. As cited in the Basic Plan
4. Municipal
 - a. As cited in the Basic Plan

III. PURPOSE

- A. The purpose of this Social Services Annex is to define and to provide guidance for the development and operation of a viable Social Services Program during an emergency or disaster situation and to ensure completion of required emergency actions.

IV. SITUATION

- A. The primary agency responsible for providing social services within Tinton Falls is the Board of Social Services. Support agencies for this function in an emergency would include the Monmouth County Board of Social Services and various volunteer groups (See SSA-1).
- B. Tinton Falls utilizes the services of the Monmouth County Division of Social Services for its welfare function.
- C. Volunteer organizations will assist the Social Services function to an undetermined amount, depending on the gravity of the emergency and the number of volunteers effected.
- D. Jersey Shore Medical Center, Riverview Hospital and Monmouth Medical Center will supply Crisis Counseling to Emergency service personnel. Counseling for victims will be provided through County and State programs as they become available (See SSA-1).
- E. Buildings that may be utilized by the Social Services Group during an emergency are noted in the Shelter Annex. All shelters may be used by this group.
- F. The average number of clients served by the Public Assistance Department is approximately 30. This number would substantially increase in an emergency situation.

V. OPERATIONS AND CONTROL

- A. Social services actions to be taken during periods of heightened risk include:
 - 1. The Social Services group will designate the Welfare Director as the representative to respond to the EOC during an emergency to direct and control the Social Services function.
 - 2. The Welfare Director will compile and maintain an up-to-date recall roster for the Social Services Group. These rosters will be updated semi-annually.
 - 3. The Welfare Director shall set up 12-hour shifts to ensure qualified staffing on a 24-hour basis.
- B. The Social Services Group will interact with other agencies during an emergency by:
 - 1. The Welfare Director will respond to the EOC during an emergency to oversee the group function.
 - 2. The Social Services Representatives in the field will report appropriate information to the EOC during an emergency via telephone or radio.
- C. The Welfare Director will coordinate the distribution of food and clothing to victims with the assistance of Red Cross, Salvation Army and religious group volunteers.
- D. The Social Services staff has the ability to communicate with

the EOC via the municipal department radio and by telephone during an emergency.

- E. The Social Service Group will be assisted by the RACES Group in ascertaining the status of victims and their whereabouts during an emergency. The Social Services Group will be assisted by Borough telephone operators in handling said inquiries.
- F. During an emergency, the Social Service Group will augment its manpower by organizing volunteers from the civilian ranks.
- G. A list of volunteer agencies and their emergency contact numbers are maintained in the EOC and will be used in activating their services during an emergency.

VI. RESPONSIBILITIES

- A. The Welfare Director is responsible for implementing this annex and directing the Social Services emergency response.
- B. There are no written SOP's that address how the Social Services function will accomplish their emergency response.
- C. Tinton Falls has no mutual aid agreements to accomplish the Social Services function.
- D. The Welfare Director is responsible for ensuring that Social Services personnel are available to assist at shelter/congregate care facilities hazards.
- E. The Welfare Director is responsible for ensuring that agency clients have access to evacuation transportation.

VII. CONTINUITY OF GOVERNMENT FOR SOCIAL SERVICES

- A. There is a need for a line of succession for the person responsible for the Social Services functions in order to ensure continuous leadership, authority and responsibility. The Welfare Director and the personnel working within this function will be kept informed of the following line of succession:
 - 1. Welfare Director
 - 2. Administrative Analyst - Personnel
- B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to Social Services will be forwarded to the Welfare Director to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A.** The Welfare Director is responsible for maintenance of all records and reports required for the Social Services functions in an emergency.
- B.** The Welfare Director is responsible for records of expenditures for the Social Services functions in an emergency.
- C.** The procedures for obtaining supplies and equipment during an emergency will be in accordance with standing departmental orders as outlined in the Resource Management Annex. The Welfare Director will coordinate with the Emergency Management Coordinator for all requests for supplies and equipment through mutual aid or from the County Office of Emergency Management.

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A.** The Welfare Director is responsible for the maintenance of the Social Services Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved and distributed.
- B.** The Welfare Director is responsible for the review and updating of the Social Services Annex, SOP's, and attachments based on deficiencies identified through drills, exercises and actual emergencies on an annual basis.

X. DEFINITIONS

- A.** There are no terms or acronyms used in this annex which are in addition to those defined in the Basic Plan.

SSA-1

PRIMARY AND SUPPORT SOCIAL SERVICES AGENCIES LISTS

Primary and Support Social Services Agencies Lists will be maintained in the EOC.

SSA-2

RECALL/DUTY ROSTERS

Recall/Duty Rosters will be maintained in the EOC.

SSA-3

SOCIAL SERVICES SOGs

There are no written SOP's that address how the Social Services function will accomplish their emergency response.

SSA-4

SPECIAL NEEDS GROUPS LISTS

Special Needs Groups Lists (senior citizens, handicapped, transportation dependent, etc.) will be maintained in the-EOC.

SSA-5

RED CROSS/SALVATION ARMY AGREEMENTS

Red Cross/Salvation Army Agreements to accomplish the Social services function are maintained in the EOC.

TERRORISM INCIDENT ANNEX

BOROUGH OF TINTON FALLS

COUNTY OF MONMOUTH

STATE OF NEW JERSEY

I. INTRODUCTION

A. Statement of Approval:

The Terrorism Incident Annex of the Borough of Tinton Falls Emergency Operations Plan meets the approval of the Emergency Management Coordinator and the Law Enforcement Coordinator and is hereby approved. This annex supercedes any previously written Terrorism Incident Annexes.

Approval date: 3/30/10



Gerald Turning
Law Enforcement Coordinator



Cary Costa
Emergency Management Coordinator



David Boehning
Deputy Emergency Management Coordinator

B. **Background:** In June 1995, the White House issued Presidential Decision Directive 39(PDD-39), "United States Policy on Counterterrorism. "PDD-39 directed a number of measures to reduce the Nations's vulnerability to terrorism, to deter and respond to terrorist acts, and to strengthen capabilities to detect, prevent, defeat and manage the consequences of terrorist use of weapons of mass destruction (WMD) . PDD-39, a classified document, delineated the two major components of crisis management and consequence management.

1. **Crisis Management** includes measures to identify, acquire, and plan the use of resources needed to anticipate, prevent, and/or resolve a threat or act of terrorism. The laws of the United States assign primary authority to the Federal Government to prevent and respond to acts of terrorism; state and local governments provide assistance as required. Crisis management is primarily a law enforcement response. Based on the situation, a federal or state crisis management response may be supported by technical operations, and by federal! state consequence management which may operate concurrently.

2. **Consequence Management** includes measures to protect public health and safety restore essential government services, and provide emergency relief to governments, businesses and individuals affected by the consequences of terrorism. The laws of the United States assign primary authority to the states to respond to the consequences of terrorism; the Federal government provides assistance as required.

3. **The concept of terrorism**, as envisioned in this annex, applies to a broad spectrum of activities encompassing deliberate overt or surreptitious efforts to destroy the public infrastructure, disrupt commerce and industry, intimidate citizens, undermine confidence in government authority, and in its ultimate form, create significant casualties among an unsuspecting population. The threat of terrorism is a reality both within and outside the boundaries of the State of New Jersey and this jurisdiction and includes but is not limited to:

a. **Weapons of Mass Destruction (WMD)** : (A) 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; a mine or device similar to the above; (B) poison gas; (C) any weapon involving a disease organism; or (D) any weapon that is designed to release radiation or radioactivity at a level dangerous to human life.

b. **Cyber Terrorism:** any deliberate threat to destroy the National Information Infrastructure with its critical information systems, to include illegal intrusions into government computer networks and protected computers.

c. **General Terrorism:** encompasses, but is not limited to assassination, kidnaping, hostage taking, industril sabotage, destruction or disruption of food and water supplies, physical violence resulting in injury or death non-violent but intense intimidation or harassment against federal, state or local employees; and deliberate disruption of primary and secondary education, lines of communications public utilities and financial institutions.

II. AUTHORITY AND REFERENCES

A. Laws, ordinances, regulations and directives.

1. Federal

- a. The Robert T. Stafford Disaster Relief and Emergency Assistance Act.P.L.-288, as amended (PL.IOO-107)
- b. The Federal Civil Defense Act of 1950, as amended (P.L. 81-920)

2. State

- a. The Emergency Management Act.N.J.S.A. AppA:
9-33 et seq
- b. The Radiation Accident Response Act.N.J.S.A.
Title 26:2D-37
- c. New Jersey Executive Order No. 39, January 14, 1954
- d. New Jersey Executive Order No 12, December 3, 1970
- e. New Jersey Executive Order No. 1978-1, January 23, 1978, by
Attorney General
William F. Hyland.
- f. New Jersey Executive Order No. 101, December 17, 1980
- g. New Jersey Executive Order No 115, January 14.1994

3. County

- a. Monmouth County Emergency Operations Plan

4. Municipal

- a. Administrative Code
- b. Standard Operating Guidelines

B. References, guidance material and other documents

1. Federal

- a. The Federal Response Plan. 9230.1-PL, April 1999.
- b. Presidential Decision Directive 39, U.S. Policy on Counterterrorism, (Classified)
- c. Presidential Decision Directive 39, Domestic Deployment Guidelines (Classified)
- d. Presidential Decision directive 62, Protection Against Unconventional Threats to the Homeland and Americans Overseas (Classified)
- e. Federal Bureau of Investigation WMD Incident Contingency Plan.
- f. Health and Human Services Health and Medical Services Support Plan for the Federal Response to Acts of Chemical/Biological Terrorism.

2. State

- a. State of New Jersey Emergency Operations Plan (EOP) , 1995
- b. State of New Jersey Emergency Procedures Directory 2000

3. County

- a. Monmouth County Emergency Operations Plan

4. Municipal

- a. Administrative Code
- b. Standard Operating Guidelines

III PURPOSE, SCOPE AND POLICIES

A. Purpose: The purpose of the Terrorism Incident Annex is to describe the jurisdiction operations plan to develop an enhanced level of preparedness and a scope of actions based on intelligence indicators in order to respond to terrorist incidents within or in close proximity to the jurisdiction. This Annex:

1. Provides for the systematic sharing of terrorism-related intelligence information from federal, state county and local sources and the orderly progression and monitoring of preparatory measures in advance of a terrorist incident.
2. Provides for the coordination and full integration of federal, state and local resources during the occurrence of an incident(s) involving acts of terrorism, which produce major consequences that overwhelm or negate the response capabilities of state and local governments.
3. Provides for the establishment and continued maintenance of law and order throughout the response and recovery/reconstruction phases following a terrorism emergency.
4. Provides for the integration of crisis management and consequence management throughout the unfolding of a terrorist incident.
5. Reviews existing casualty and damage assessment mechanisms at the state and local level to ensure that all capabilities are captured and integrated in the planning process. Refines existing damage assessment capabilities to achieve an increased level of sensitivity toward the recognition and rapid reporting and analysis of damage resulting from acts of terrorism.

B. Scope:

1. This Annex applies to all threats or acts of terrorism within the jurisdiction that require a coordinated response.
2. This Annex applies to all agencies within the jurisdiction.
3. The Annex builds upon the concepts and procedures contained in the jurisdiction's Emergency Operations Plan (EOP) by addressing unique policies, assumptions, structures and actions that will be applied to crisis and consequence management as required.
4. This Annex will be activated, where applicable as a precautionary measure for any emergency situations initially resembling a potential terrorist incident.
5. This Annex may be activated at the direction of the Emergency Management Coordinator. Under certain circumstances, information available at the federal or state level may precipitate a Governor's Emergency Proclamation with immediate notification of all jurisdictions as a precautionary measure. Such a proclamation constitutes activation of the State Emergency Proclamation, this jurisdiction will immediately evaluate the requirement for a local emergency declaration.

6. It is essential that the provisions of this Annex be thoroughly compatible with federal and state plans and directives addressing response to terrorism. Since many of these document are classified and unavailable for planning at the municipal level, this Annex must contain sufficient flexibility to facilitate timely inter-operability throughout the federal/state/local partnership.

C. Policies:

1. At the federal level, the Department of Justice is designated as the lead agency for threats or acts of terrorism within U.S. territory. The Department of Justice assigns lead responsibility for operational response to the Federal Bureau of Investigation (FBI) Within that role, the FBI operates as the on-scene manager f or the Federal Government. It is FBI policy that crisis management will involve only those federal agencies requested by the FBI to provide expert guidance and/or assistance, as described in the PDD-39 Domestic Deployment Guidelines (classified) and the FBI WMD Incident Contingency Plan.

2. The Federal Emergency Management Agency (FEMA) is designated as the lead agency for consequence management within U.S. territory. FEMA retains authority and responsibility to act as the lead agency for consequence management throughout the federal response. It is FEMA policy to use the Federal Response Plan structures to coordinate all federal assistance to state and local governments for consequence management.

3. State Policies

a. Lead agency responsibility for counter-terrorism planning resides with the Department of Law and Public Safety as delegate to the New Jersey Office of Emergency Management. All state agencies will support response and consequence management activities as required.

b. The Governor has appointed the adjutant General as the Executive Agent for the State of New Jersey for all matters pertaining to any Weapons of Mass Destruction response.

c. On August 1999, Governor Whitman established a multi-disciplined committee to exercise oversight of counterterrorism planning and preparedness within the state. The New Jersey Domestic Preparedness Planning/ Coordinating Group (NJDPP/CG), composed of selected state agencies, federal counterparts, outside agencies and the private sector, convenes monthly to exercise its charter which includes:

1. Creating a mechanism for the sharing of terrorism related intelligence information among federal, state and local authorizes.
2. Identifying needs and exploring the availability of resources for staffing, training and equipping jurisdictions to cope with the threat of terrorism.
3. Coordinating efforts and providing guidance for state and local government to achieve an acceptable level of preparedness for counterterrorism operations.
4. Developing, training, exercising and technical assistance protocols for all terrorism issues in the State of New Jersey,
5. Orchestrating threat and needs assessments efforts statewide and serving as the central applicant for terrorism planning and equipment grants from all federal sources.

d. It us State policy that New Jersey must be prepared simultaneously to conduct both crisis and consequence management operations in a terrorism incident environment.

4. Jurisdiction Policies:

a. It is the policy of this jurisdiction, that in the event of a terrorism incident, initially all available assets will be committed to the crisis management role until the establishment of federal authority and the arrival of state and federal assistance. The jurisdiction will then revert to the crisis management role with support from county, state and federal resources.

b. This jurisdiction has developed an expedited protocol for the issuance of local emergency proclamations related to a terrorism incident (see Basic Plan)

c. This jurisdiction, in anticipation of a substantial influx of federal and state assets during a terrorism incident, will predesignate and facilitate availability of sees for command posts, marshaling and staging area.

d. This jurisdiction will provide qualified representaton to a Joint Information Center (JIC), should such a facility be established during a terrorism incident.

e. This jurisdiction will capture and document cost data for the deployment and continued operations of all its assets throughout any terrorism incident.

f. This jurisdiction will, in accordance with established protocols, share terrorism-related intelligence information with federal, state and local governments.

g. All crisis and consequence management activities contained in this Annex shall be conducted in accordance with the Incident Command System (ICS) and The National Incident Management System (NIMS).

IV. SITUATIONS

A

1. The Borough of Tinton Falls is an approximately 16 square mile suburban community of approximately 19,500 year-round residents.
2. The Borough of Tinton Falls is located in Monmouth County and is contiguous to Ocean Township, Shrewsbury and Eatontown to the East; Colts Neck, Middletown and Wall Township to the West; Neptune to the South; Red Bank to the North
3. Along the Southern border lies the Jumping Brook and on the entire Southern boundary is State Highway 33..
3. The permanent population of the Borough of Tinton Falls is approximately 19,500 residents, during the summer this figure remains relatively the same. During the workday the population remains in the area of 40,000.
4. The Borough is dissected by the following Major roadways;

GARDEN STATE PARKWAY
STATE HIGHWAY 33
STATE HIGHWAY 66
STATE HIGHWAY 18
SHAFTO ROAD
GREENGROVE ROAD
TINTON FALLS
ASBURY AVENUE
SYCAMORE AVENUE

Conrail railroad tracks also pass along the Central Region of the Borough of Tinton Falls between Eatontown and Colts Neck. Also U.S. Naval Weapons Station Earle munitions railroad tracks pass along the Northern Region of Tinton Falls between Colts Neck and Middletown.

There are no airports, however there is one Helicopter landing zones namely;

The HovChild Building at 4000 State Highway 66

The location of this helipad is in the Southern section of town.

6.The Borough of Tinton Falls is governed by a Mayor and Council form of government with a full time Business Administrator.

The Borough provides the following municipal services:

- Full-Time Police dept with 39 members
- A volunteer Fire Co/Co's with 70 active members
- EMS Provided with 24 members
- Public Works Dept with 40 personnel which include road dept, sewer & water, fleet maintenance, and parks and ground maintenance.
- Monmouth County Health Dept.
- Social Service or Welfare Dept
- Governmental services provided such as:
 - Construction Code Enforcement
 - Finance
 - Board of Ed
 - Engineering

B. As detailed in BPA-6 and BPA-7, the major hazards that may impact the Borough of Tinton Falls include Hurricanes and Hazardous Materials incidents. This is due to the fact that the Borough of Tinton Falls is bordered by the Shark River making it vulnerable to flooding and is dissected by several major highways with the risk of a serious transportation accident.

Hazardous Materials Fixed Site Incident:

- There are -0- S.A.R.A. Facilities in the Borough of Tinton Falls.
- There are 0 places that sell or store Chlorine.
- There are many businesses that fall under the Community-Right-to-Know Law.
- There are -0- places that handle low level Radioactive Material.

-Hazardous Materials Transportation

-Hazardous Materials are routinely transported within and around the Borough of Tinton Falls via primary and secondary roads.

-Flooding

During periods of heavy rainfall, the areas of concern are;

Asbury Avenue and Pine Street
Pine Brook banks erosion Water Street
Hope Road just south of Industrial way

-Airplane Accident

There are no airports in the borough however the holding patterns for the major Metropolitan airports are across our community. Aircraft are routinely landing and taking off. The following are some types of aircraft utilizing this airport:

- Passenger carrying Airlines
- single engine aircraft
- twin engine aircraft
- small corporate jets
- helicopters

There are a number of high density population areas which would be effected by emergency situations. They would include:

- 5 Public School 2 private schools
- 4 Day Care
- 1 Nursing Home
- 5 Senior Citizens complex
- 8 Large residential areas
- 6 Light Industrial Zones
- 1 Mall Located in the south end of town
- 4 Shopping Center

(see Hazard Analysis and Vulnerability Assessment in BPA-5&6)

It is acknowledged that the potential adversaries of the United States are continuously improving the weapons of mass destruction and their delivery systems, thus making it the responsibility of Federal, State, County, and Local Government to prepare emergency measures as may be deemed necessary for the protection of the United States. National Defense policy however, it does not rule out the contingency of an attack using chemical, biological or conventional weapons. It recognizes the development of a national fallout shelter system as a focal point of Emergency Management and emergency preparedness. In addition, tensions existing between the nations of the World, make it the responsibility of all governmental levels to prepare for such emergency measures as may be prudent for the protection of the population. The purpose of such measures would be to assure the greatest percentage of survival possible, in the event of an enemy attack, and to allow for the earliest possible, restoration of the economy and preattack standards of living.

It is imperative that the planning documents be prepared by and for our Borough government to be able to respond quickly to reduce the loss of lives and property in keeping with the primary mission of emergency management. These planning documents will be Annexes to this EOP.

All of Monmouth County has been designated as a HIGH RISK AREA for which population protection and evacuation should be planned. This planning effort for the Borough will be found in the Evacuation Annex. Evacuation would undoubtedly reduce the number of fatalities in the County, should a crisis escalate in the United States.

Natural Disaster emergencies such as major fires, seacoast flooding, derailments, air crashes and sea accidents may be experienced within the Borough and must be met with all available resources to save lives, relieve suffering and restore stability.

Due to Monmouth Counties geographic location, the entire county is classified "HIGH RISK" in terms of nuclear and radiation damage. The Federal guidance and policy identifies the need for two basic strategies to protect the population from the effects of an emergency or attack.

a. In place shelter Protection. This option provides the population with the best available "in-place" protection, at or near their place of residence or work, during a surprise or short warning attack, or local emergency, i.e. flooding, bomb threat, hurricanes, etc.

b. Evacuation. This option provides for population protection from likely HIGH RISK areas and are founded on the premise that a nuclear attack upon the United States would probably occur after a period of intense international crisis, rather than by surprise attack. Sufficient time would be available for protective actions to be taken including the temporary evacuation of risk areas to lower risk areas.

C. Relevant planning assumptions used to refine the planning process include the following:

1. Enemy Attack

There will most likely be some warning of an attack or nuclear detonation.

Enemy attacks can reach all sections of the Borough with any of the following: nuclear, chemical, biological or conventional weapons.

Military installations within the County, Ft. Monmouth, Ft. Dix, Naval Weapons Station Earle, and McGuire Air Force Base have offensive as well as defensive missions and would be prime targets in case of an enemy attack.